

Agenda for the
Friends of Agricultural Research - Beltsville, Inc.
Board of Directors Meeting
Beltsville Agricultural Research Center
Room 238, Bldg 003
Beltsville, Maryland
Tuesday, January 15, 2013 – Noon

I. Introductions

- A. Call to Order and Introduction of Guests – Jim Anderson
- B. Beltsville Area Office update –Allison Yates, Associate Director, BA
- C. Beltsville Agricultural Research Center update – Steve Shafer, Director
- D. NARA-B update – John Peter Thompson – (if available)
- E. Beltsville Area Diversity Taskforce – Verneta Gaskens

II. Old Business and Committee Reports

- A. Secretary's report – Allan Stoner
- B. Treasurers report – Dick Zimmerman
- C. Community Outreach – Jim Butcher for the Beltsville Academy
- D. Alliance – Jim Butcher
- E. Membership - Al Stoner
- F. Publicity – Hank Becker
- G. Combined Federal Campaign – Lew Smith
- H. Administrator's Liaison – Dave Chitwood

III. New Business

- A. Annual Meeting Speaker
- B. County Science Fairs
- C. Alliance discussion

Minutes - January 15, 2013 FAR-B Board of Directors Meeting

Attendees - Jim Anderson, Hank Becker, David Chitwood, Essex Finney, Darwin Murrell, Richard Parry, Tom Sexton, Steve Shafer, Jim Smith, Lew Smith, Allan Stoner, Allison Yates, Dick Zimmerman

Jim Anderson called the meeting to order.

Beltsville Area Update - Allison Yates reviewed the recent reorganization that resulted in the Beltsville Agricultural Research Center, the Beltsville Human Nutrition Research Center and the U. S. National Arboretum as units or locations that comprise the Beltsville Area. She indicated that the Area office and BHNRC are now tenants of BARC. Allison reported that Beltsville Area currently has approximately 135 vacant positions, including 18 SYs (approximately 10% of the SY positions) that have not been abolished, however two new SYs have recently been hired. Planning to cope with the potential sequestration of 7.8% of the annual funding on March 1 is currently a high priority. To date, travel has been cut and limitations have been placed on the amount given for performance awards. Allison acknowledged that the creation of the ARS virtual business centers has caused significant adjustments for all employees.

Beltsville Agricultural Research Center Report - Steve Shafer, new Director of BARC, discussed his experience with ARS and APHIS and some preliminary thoughts on possible collaborations of BARC scientists within and outside the Center. Steve acknowledged that several recent events have contributed to morale problems with many BARC employees. These events include the reorganization of Beltsville, new leadership of BARC, the creation of ARS virtual business service centers, uncertainties over the 2013 and future budgets and the threat of sequestration of funds in March.

Beltsville Area Diversity Taskforce - Allison Yates reported that Verneta Gaskens will continue to chair the Taskforce until June, when a new chair will be elected. Allison indicated that an effort is being made to get more Beltsville employees involved in the Taskforce. It was explained to Allison that FAR-B had not taken action on the budget request that Verneta submitted to the Board in December 2012, pending notification that the Area Office endorsed the request.

Secretary's Report -The minutes of the December 2012 Board of Directors meeting were approved.

Treasurer's Report - Dick Zimmerman distributed a report that detailed the December 2012 and 2012 annual income and expenditures. A question was raised about the possible disposition of the Klurfeld Research Fund if David Klurfeld should leave ARS. Dick indicated that he had the original paperwork establishing the agreement between David and FAR-B and it was agreed that it should be reviewed.

Community Outreach - Jim Anderson reported that approximately 15 posters were

received from Beltsville Academy students depicting lessons they learned during the October Ag in the Classroom program. Rather than attempt to judge or rank the posters, it was agreed that all students who submitted posters should be acknowledged with a certificate.

Alliance - Darwin Murrell reported that plans are being made to meet with Walt Townsend, President of the Baltimore Washington Corridor Chamber of Commerce to explore possible methods of rejuvenating the Alliance.

Membership - Allan Stoner reported that two versions of a letter and FAR-B flyers had been sent to all Beltsville Area Research Leaders thanking them for their membership and/or inviting them to become Associate Members of FAR-B and soliciting their assistance in getting members of their Labs to join.

Publicity - Hank Becker reported that the January newsletter had been mailed and it was agreed that it should be placed on the FAR-B website pending one slight correction.

CFC - Lew Smith reported that the CFC had acknowledged receipt of FAR-B's application for participation in the 2013 - 2014 campaign. CFC headquarters indicated that we could expect to learn the outcome of their review of the application sometime during the summer.

Science Fair Judging - It was agreed that FAR-B would provide judges for the upcoming Prince Georges and Montgomery County middle school science fairs. Allan Stoner raised a question about participation in the Howard County Fair based on past experiences.

Agenda for the
Friends of Agricultural Research - Beltsville, Inc.
Board of Directors Meeting
Beltsville Agricultural Research Center
Room 238, Bldg 003
Beltsville, Maryland
Tuesday, February 12, 2013 – Noon

Introductions

- A. Call to Order and Introduction of Guests – Jim Anderson
- B. Beltsville Area Office update –Allison Yates, Associate Director, BA
- C. NARA-B update – John Peter Thompson – (if available)
- D. Beltsville Area Diversity Taskforce – Vernetta Gaskens

Old Business and Committee Reports

- A. Secretary's report – Allan Stoner
- B. Treasurer's report – Dick Zimmerman
- C. Community Outreach – Jim Butcher for the Beltsville Academy
- D. Alliance – Jim Butcher
- E. Membership - Al Stoner
- F. Publicity – Hank Becker
- G. Combined Federal Campaign – Lew Smith
- H. Administrator's Liaison – Dave Chitwood

New Business

- A. Annual Meeting Speaker
- B. County Science Fairs
- C. Klurfeld Fund (should be discussed in Treasure's Report)

Minutes - February 12, 2013 FAR-B Board of Directors Meeting

Attendees - Jim Anderson, Hank Becker, Jim Butcher, David Chitwood, Essex Finney, Verneta Gaskins, Jim Mowder, Darwin Murrell, Richard Parry, Jim Smith, Lew Smith, Allan Stoner, Allison Yates, Dick Zimmerman

Jim Anderson called the meeting to order.

Beltsville Area Update - Allison Yates shared with the Board a letter from Secretary of Agriculture Tom Vilsack that all USDA employees received on February 8 discussing preparations for the potential sequestration of funds on March 1. ARS plans for dealing with possible sequestration have thus far been kept at a high level within the agency, but the Area Office does not anticipate any furloughing of Beltsville employees. Allison reported that the Area currently has 145 vacant positions that have not been abolished (14 - National Arboretum, 24 - BHNRC, and 107 - BARC) and they are still advertising for new hires. Allison explained new procedures that are in place for hiring students that facilitates their eventually becoming permanent employees.

Beltsville Area Diversity Taskforce - Verneta Gaskens reported that she will serve as Chair of the Taskforce until June when Chair Elect Martha Tomecek will assume the role. The 6 Subcommittee Chairs remain in place. Vernetta reported that the Taskforce will sponsor a Black History Celebration on February 20. She also indicated that they are exploring the development of a Webinar series that will deal with several topics of current interest to Beltsville employees. She reported that has already been considerable interest expressed in the 2013 Student Discovery Garden. Seven school groups, totaling approximately 500 students, have expressed plans to visit the garden in 2013. The Taskforce is seeking ways to hire an intern to help with the garden during the summer.

Secretary's Report -The minutes of the January 2012 Board of Directors meeting were approved.

Treasurer's Report - Dick Zimmerman distributed a report that detailed the January banking and investments activities and the monthly income and expenditures. Jim Anderson reported that he had talked to David Klurfeld regarding the possible disposition of the Klurfeld Research Fund if he should leave USDA. In their discussion David acknowledged that due to the recent financial climate FAR-B was not realizing any income from managing the fund and indicated that he would be comfortable with FAR-B using \$5,000 to \$10,000 of the fund annually to support projects as it sees fit. The Board was very pleased with this, but agreed that it would be in David and FAR-B's best interest if there were a signed document that detailed the disposition of funds if David should leave USDA. Allan Stoner will take the initiative to have such a document prepared.

Community Outreach - Jim Anderson reported that prior to the Board meeting he and

Allison Yates had presented certificates to 15 Beltsville Academy students whose posters depicted lessons they learned during the October Ag in the Classroom program.

Alliance - Jim Butcher and Darwin Murrell indicated that Walt Townsend, President of the Baltimore Washington Corridor Chamber of Commerce has a strong interest in the Beltsville Center and will be in contact with them in the near future to explore possible methods of rejuvenating the Alliance.

Membership - Allan Stoner reported that the letters that were sent to all Beltsville Area Research Leaders in December inviting them to become Associate Members of FAR-B, and soliciting their assistance in getting members of their Labs to join, had not been very successful.

CFC - Lew Smith reported that FAR-B's application for participation in the 2013 - 2014 CFC campaign is apparently in the review process.

New Business -

Jim Smith announced that he had agreed to undertake a project at the National Agricultural Library and that due to time constraints, he regretfully would resign from the FAR-B Board of Directors.

Jim Anderson reported that the FAR-B annual membership meeting is scheduled for May 14. Darwin Murrell suggested Joe Spence as a possible speaker.

It was agreed that FAR-B would provide judges for the upcoming Prince Georges and Montgomery County middle school science fairs.

Agenda for the
Friends of Agricultural Research - Beltsville, Inc.
Board of Directors Meeting
Beltsville Agricultural Research Center
Room 238, Bldg 003
Beltsville, Maryland
Tuesday, March 12, 2013 – Noon

I. Introductions

- A. Call to Order and Introduction of Guests – Jim Anderson
- B. Beltsville Area Office update –Joseph Spence Director, BA
- C. Beltsville Area Diversity Taskforce – Verneta Gaskens

II. Old Business and Committee Reports

- A. Secretary's report – Allan Stoner
- B. Treasurer's report – Dick Zimmerman
- C. Community Outreach – Jim Butcher for the Beltsville Academy
- D. Alliance – Jim Butcher
- E. Membership - Al Stoner
- F. Publicity – Hank Becker
- G. Combined Federal Campaign – Lew Smith
- H. Administrator's Liaison – Dave Chitwood

III. New Business

- A. Annual Meeting Speaker
- B. County Science Fairs
- C. Alliance Web site
- D. Congressional Testimony – Dawin Murrell and Jim Butcher

Minutes - March 12, 2013 FAR-B Board of Directors Meeting

Attendees - Jim Anderson, Jim Butcher, David Chitwood, Verneta Gaskins, Colien Hefferan, Jim Mowder, Darwin Murrell, Richard Parry, Steve Shafer, Lew Smith, Joe Spence, Allan Stoner, John Peter Thompson, Dick Zimmerman

Jim Anderson called the meeting to order.

Beltsville Area Update - Joe Spence discussed the uncertainty that exists within ARS and the Beltsville Area over current and future funding. The recent sequestration of funds means a \$6.5 million cut for the Beltsville Area, that must be made on a location and project level. BARC and BHNRC are considered one location and the USNA a second location. The cuts in the Beltsville Area will be taken from projects "all other" funds and will amount to a 32% decrease in this category. Joe indicated that although the funding cut will be devastating to all Beltsville projects, it will force the USNA to make some very tough choices. Joe stated that ARS is committed to ensuring that no agency employee will be furloughed or lose their job.

Joe indicated that in addition to the uncertainty caused by sequestration of funds, a continuing resolution is due to become effective March 27 and the President's 2014 budget has not been released. Joe stated that the Beltsville Area is no longer under a hiring freeze and, in spite of the financial crisis, is attempting to fill some of its current 125 vacancies, although the process is very slow.

Joe reported that Congressman John Mica from Florida, a member of the Government Operations Subcommittee and interested in the management of federal real property, recently visited Beltsville. Congressman Hoyer is on record as assuring that he will protect the Beltsville facility.

Beltsville Area Diversity Taskforce - Verneta Gaskens reported that there has been considerable interest expressed in the 2013 Student Discovery Garden. Seven school groups, totaling approximately 500 students, have expressed plans to visit the garden in 2013. Verneta reported that the Taskforce is interested in building links with technical schools in the area. The Taskforce feels that the Area facilities people would benefit from such contacts.

Alliance - John Peter Thompson reported that the Alliance's mission statement and purpose is being reviewed. Also, primarily for the benefit of Steve Shafer and Colien Hefferan, he described the Alliance's history. John Peter indicated that he was recently informed that the Alliance may be eligible to receive appropriated funds from the State and he is investigating this possibility. He also said that he was scheduled to meet with a public relations firm concerning promotion of the Alliance. John Peter indicated that he is actively trying to arrange for the Prince George's County Council to visit Beltsville.

Secretary's Report -The minutes of the March 2012 Board of Directors meeting were approved.

Treasurer's Report - Dick Zimmerman distributed a report that detailed the February banking and investments activities and the monthly income and expenditures. Dick reported that FAR-B currently has 1 paid sustaining member, 20 patron members (15 paid), 71 personal members (38 paid), and 71 associate members (24 paid). Dick indicated that even though David Klurfeld had verbally indicated to Jim Anderson that FAR-B could use funds from the Klurfeld Research Fund to support its activities, he felt uncomfortable doing so without a written agreement. The Board agreed that such authorization, along with a clear statement about the long term disposition of the funds in the account, needs to be in writing for the protection of both parties. Allan Stoner agreed to take the initiative to prepare such a document.

Community Outreach - Jim Butcher described the history of FAR-B's involvement with the science enrichment programs at the Beltsville Academy.

Alliance Database - John Peter Thompson stressed the importance of the Alliance's web page being informative and kept current. Jim Mowder reported that TEDCO provides a server for the Alliance web page. He also discussed his efforts to ensure that the Alliance can keep its domain name for a reasonable cost.

Membership - During a discussion about recruiting Associate Members, Steve Shafer indicated that he was having bi-weekly meetings with the BARC Research Leaders and invited a representative from FAR-B to attend one of the sessions to talk about FAR-B's contributions to Beltsville and the eligibility of government employees to join as associate members. Jim Anderson agreed to attend one of the upcoming meetings.

New Business -

Jim Anderson reminded the Board that the FAR-B annual membership meeting was scheduled for May 14 and indicated that Joe Spence had agreed to be the speaker.

Jim Anderson reported that he and others had represented FAR-B and judged the Prince Georges County middle school science fair the previous Saturday. Darwin Murrell indicated that he had organized judges for the Montgomery County science fair on March 16.

Agenda for the
Friends of Agricultural Research - Beltsville, Inc.
Board of Directors Meeting
Beltsville Agricultural Research Center
Room 238, Bldg 003
Beltsville, Maryland
Tuesday, April 9, 2013 – Noon

I. Introductions

- A. Call to Order and Introduction of Guests – Jim Anderson
- B. Beltsville Area Office update –Joseph Spence Director, BA
- C. Beltsville Area Diversity Taskforce – Verneta Gaskens

II. Old Business and Committee Reports

- A. Secretary's report – Allan Stoner
- B. Treasurer's report – Dick Zimmerman
- C. Community Outreach – Jim Butcher for the Beltsville Academy
- D. Alliance – Jim Butcher
- E. Membership - Al Stoner
- F. Publicity – Hank Becker
- G. Combined Federal Campaign – Lew Smith
- H. Administrator's Liaison – Dave Chitwood

III. New Business

- A. Annual Meeting Speaker – Dr. Spence will be our speaker. Title: No longer business as usual but unusual potential
- B. Alliance Web site

Minutes - April 9, 2013 FAR-B Board of Directors Meeting

Attendees - Jim Anderson, Jim Butcher, David Chitwood, Essex Finney, Verneta Gaskins, Jim Mowder, Richard Parry, Lew Smith, Joe Spence, Allan Stoner, John Peter Thompson, Dick Zimmerman

Jim Anderson called the meeting to order.

Beltsville Area Update - Joe Spence discussed the crippling effects that the sequestration of 5% of appropriated funds and the 2.5% recession of funds was having on ARS and the Beltsville Area. The cuts amount to approximately 40% of the “all other” funds across the Beltsville Area. The U.S. National Arboretum does not have enough “all other” funds to cover the cuts. ARS has lost \$167 million over the past two years and 30 units are no longer financially viable. Joe repeated that ARS is committed to ensuring that no employee will be furloughed or lose their job. Thus, the agency is being forced to explore various options in order to cope with the continuing financial crisis. Options being considered include a phased retirement plan for employees and reorganizing the Area offices.

Joe indicated that in addition to the uncertainty caused by the sequestration of funds, a continuing resolution for FY 2013 is due to become effective April 27 and the President’s 2014 budget is not scheduled to be released until April 10, much later than normal. Joe stated that the Beltsville Area is no longer under a hiring freeze and, in spite of the financial crisis, is attempting to fill some of its current 125 vacancies, although the process is very slow.

Beltsville Area Diversity Taskforce - Verneta Gaskins indicated that the Taskforce remains active and is continuing to develop a range of programs to promote diversity in the hiring and functioning of Beltsville employees. The Taskforce is planning a webinar in May to address diversity issues and is attempting to reconnect with schools they have worked with previously.

Alliance - John Peter Thompson indicated that he is working with Obie Patterson, former Beltsville employee and a member of the current Prince George’s County Council, to arrange for the Council to visit Beltsville in the near future. Jim Mowder reported that he has nearly completed reworking the Alliance’s website and that it will be moved from TEDCO’s server to godaddy.com soon. He indicated that the Alliance will keep its domain name and the cost will be approximately \$150 for three years.

Secretary’s Report - The minutes of the March 2012 Board of Directors meeting were approved.

Treasurer’s Report - Dick Zimmerman distributed a report that detailed the February banking and investments activities and the monthly income and expenditures. Dick

reported that FAR-B currently has 1 paid sustaining member, 20 patron members (18 paid), 71 personal members (41 paid), and 71 associate members (25 paid). Allan Stoner indicated that he had spoken to David Klurfeld about preparing a document that will spell out arrangements for the long term use and disposition of the funds in the Klurfeld Research Fund.

Dick indicated that the Systematic Entomology Laboratory was anxious to receive the \$5,440 for a project on systematic research on the brown marmorated stink bug that the Board voted to support with SELF funds during the past month. Since the \$5,440 would bring the funds in the SELF money market account below a level where it would incur a monthly fee from the bank, Dick suggested that shares of the T. Rowe Price Equity Income Fund, owned by SELF, be sold to cover the cost. In order for the Laboratory to be able to have the funds as soon as possible, Dick made a motion that "FAR-B pay the \$5,440 from its funds and then be reimbursed by SELF after some of their T. Rowe Price Equity Income Funds can be sold". Allan Stoner seconded the motion and it passed.

Community Outreach - Jim Butcher reported that he had recently received a telephone call from Walter Townsend, President of the Baltimore Washington Corridor Chamber of Commerce, to explore the possibility of FAR-B joining with the Chamber and BARC to sponsor a symposium on "Watershed Management Within Maryland", a topic that is timely because of recent legislation and future regulations associated with a "rain tax" and Chesapeake Bay clean up. Joe Spence has indicated he supports BARC's participation in a symposium and that BARC employees are currently considering the symposium. Walter indicated that he would take the lead in organizing the symposium to be held at BARC, if everyone agrees. Jim feels that it would be a good opportunity to showcase BARC and some of its research.

New Business -

Jim Anderson reminded the Board that the FAR-B annual membership meeting is scheduled for May 14 and that Joe Spence had agreed to be the speaker.

Agenda for the
Friends of Agricultural Research - Beltsville, Inc.
Board of Directors Meeting
Beltsville Agricultural Research Center
Room 135, Bldg 005
Beltsville, Maryland
Tuesday, May 14, 2013 – 9:00 a.m.

I. Introductions

- A. Call to Order and Introduction of Guests – Jim Anderson
- B. Beltsville Area Diversity Taskforce – Verneta Gaskens

II. Old Business and Committee Reports

- A. Secretary's report – Allan Stoner
- B. Treasurers report – Dick Zimmerman
- C. Community Outreach – Jim Butcher for the Beltsville Academy
- D. Alliance – Jim Butcher (Discuss the O'Ferral Group)
- E. Membership - Al Stoner
- F. Publicity – Hank Becker
- G. Combined Federal Campaign – Lew Smith
- H. Administrator's Liaison – Dave Chitwood

III. New Business

Minutes - May 14, 2013 FAR-B Board of Directors Meeting

Attendees - Jim Anderson, Hank Becker, Jim Butcher, David Chitwood, Jim Mowder, Darwin Murrell, Richard Parry, Allan Stoner, Dick Zimmerman

Jim Anderson called the meeting to order at 9:00 a.m.

Secretary's Report - The minutes of the April 2012 Board of Directors meeting were approved.

Treasurer's Report - Dick Zimmerman distributed a report that detailed the April banking and investments activities and the monthly income and expenditures. Dick indicated that he would be writing a \$18,400 check to the Beltsville Area to pay for four summer interns. He also indicated that the Systematic Entomology Laboratory plans to hire an intern with funds from the SELF T. Rowe Price Equity Income Fund account.

Community Outreach - Jim Butcher indicated that plans are in place for the mobile science laboratory to come to the Beltsville Academy during the next school year.

Alliance - Jim Butcher distributed a proposal submitted to the Alliance by the O'Ferrall Group; an association management, public relations and communications firm; for the management of the Alliance and achievement of its goals. To facilitate discussion of the proposal, Jim had prepared a summary sheet that outlined the genesis, principals, purpose and strategies, proposed budget, and suggested discussion topics. Jim stated that Walt Townsend, President of the Baltimore Washington Corridor Chamber of Commerce, and member of the Alliance Board of Directors, had suggested possibly involving the O'Ferrall Group and asked them to develop the proposal.

An extensive discussion of the proposal ensued. Initially the discussion focused on the cost of the proposal, \$41,319 for the first 12 months and a 4.5% escalator for years 2 and 3. Walt has suggested that the Maryland Department of Business and Economic Development (DBED) is a potential source of approximately \$25,000 for start up or seed money. DBED has helped most of the Alliances now functioning in Maryland. Concern was raised over the source(s) of the remainder of the funding. Since there is no other apparent source of funding at this time, a suggestion was made that if \$25,000 can be secured from DBED, the Alliance could ask the O'Farrell group what they can provide for that amount.

The discussion turned to applying for and providing administrative support for managing a grant. Doubt was expressed over whether the Alliance has sufficient structure to do so. Considerable concern was also expressed over whether FAR-B was capable of, or wanted to get involved in applying for and managing a DBED grant, and whether getting involved could affect FAR-B's 501c3 legal status. It was agreed that FAR-B cannot receive funds for the Alliance. A question was raised how the O'Farrell group helps the Ft. Meade Alliance and it was pointed out that it is actually the Alliance.

It was agreed that Jim Butcher should meet with Walt Townsend and John Peter Thompson to discuss the concerns raised by the FAR-B Board.

Publicity - Hank Becker indicated that he needed input for the next newsletter within the next two weeks.

The Board adjourned at 10:30 to attend the FAR-B annual Meeting.

Minutes - May 14, 2013 FAR-B Annual Meeting

Jim Anderson welcomed the FAR-B members and guests. Jim then introduced Joe Spence, Beltsville Area Director who spoke on "No Longer Business As Usual, But Unusual Potential". Joe described the impact the current budget situation was having on the Area and ARS programs, including the fact that 30 ARS locations, large and small, are no longer financially viable. He discussed ARS's five FY 2014 research priorities and how Beltsville's staff and facilities, the scope of its current research programs, and location, puts the Area in a position to not only survive, but to flourish in years to come. Following his presentation, Joe responded to numerous questions and comments from the audience.

Following the keynote speech, Jim Anderson reported on FAR-B's financial status and activities during the preceding 12 months. Jim then presented Ms. Collette Harding, a senior at Charles Herbert Flowers High School, the 2nd annual Vernon G. Pursel Student Scientific Achievement Award. Ms. Harding had been awarded the 1st prize in the High School Division at the 2013 BARC Poster Day.

Allan Stoner nominated Richard Parry to serve on the FAR-B Board of Directors. The nomination was seconded and approved.

Following adjournment, a light lunch was provided to FAR-B members, BARC employees and guests.

Agenda for the
Friends of Agricultural Research - Beltsville, Inc.
Board of Directors Meeting
Beltsville Agricultural Research Center
Room 238, Bldg 003
Beltsville, Maryland
Tuesday, June 11, 2013 – Noon

I. Introductions

- A. Call to Order and Introduction of Guests – Jim Anderson
- B. Beltsville Area Office update – Allison Yates, Associate Director, BA
- C. Beltsville Area Diversity Taskforce – Verneta Gaskens

II. Old Business and Committee Reports

- A. Secretary's report – Allan Stoner
- B. Treasurer's report – Dick Zimmerman
- C. Community Outreach – Jim Butcher for the Beltsville Academy
- D. Alliance – Jim Butcher
- E. Membership - Al Stoner
- F. Publicity – Hank Becker
- G. Combined Federal Campaign – Lew Smith
- H. Administrator's Liaison – Dave Chitwood

III. New Business

Minutes - June 11, 2013 FAR-B Board of Directors Meeting

Attendees - Jim Anderson, Hank Becker, Jim Butcher, David Chitwood, Phyllis Martin, Darwin Murrell, Richard Parry, Steve Shafer, Lew Smith, Allan Stoner, Allison Yates, Dick Zimmerman

Jim Anderson called the meeting to order.

Beltsville Area Update - Allison Yates reported that the Area has 67 open positions and that 70 positions, including 14 SYs, have been abolished. The open positions include 5 SYs, 36 support scientists, 13 research support positions, and 13 in the BARC facilities unit. Allison indicated that the Area currently has 123 research projects. These include 23 in the area of Nutrition, Food Safety and Quality; 16 in Animal Production and Protection, 21 in Natural Resources and Sustainable Agricultural Systems, and 63 in Crop Production and Protection. Beltsville has at least one project in every ARS National Project except Bioenergy and Aquaculture. Allison reported that the House Appropriations Committee released the FY 2014 Agricultural Appropriations bill on June 4. The bill contains a \$57 million, or 5.6%, increase for ARS.

Secretary's Report - The minutes of the May 2013 Board of Directors meeting were approved.

Treasurer's Report - Dick Zimmerman distributed a report that detailed the May banking and investments activities and the monthly income and expenditures. He indicated that he had paid the Beltsville Area for the FAR-B summer interns.

Community Outreach - Jim Butcher indicated that the Maryland Agricultural Education Foundation had been paid for the 2012-2013 program at the Beltsville Academy and that plans are in place for the mobile science laboratory to visit the school during the 2013-2014 school year.

Alliance - Jim Butcher reported that Walt Thompson, President of the Baltimore Washington Corridor Chamber of Commerce, is considering preparing on behalf of the Alliance, a proposal seeking funds from the Maryland Department of Business and Economic Development to hire a management, public relations and communications firm to assist the Alliance with its mission.

Old Business - Steve Shafer reported that concerns over legislation and regulations governing storm water management in Maryland and surrounding states has triggered preliminary discussions about developing a symposium that would involve BARC scientists to discuss issues involved. However, nothing concrete has developed.

Dick Zimmerman discussed FAR-B's involvement in the upcoming BA-UMD Symposium, "Trends in Agriculture". It was suggested that because of the organizing committees dependence on FAR-B for assistance with registration, and a possible request for a financial donation, FAR-B should have representation on the planning committee.

Agenda for the
Friends of Agricultural Research - Beltsville, Inc.
Board of Directors Meeting
Beltsville Agricultural Research Center
Room 238, Bldg 003
Beltsville, Maryland
Tuesday, September 10, 2013 – Noon

I. Introductions

- A. Call to Order and Introduction of Guests – Jim Anderson
- B. Beltsville Area Office update – Allison Yates, Associate Director, BA
- C. Beltsville Area Diversity Taskforce – Verneta Gaskens

II. Old Business and Committee Reports

- A. Secretary's report – Allan Stoner
- B. Treasurer's report – Dick Zimmerman
- C. Community Outreach – Jim Butcher for the Beltsville Academy
- D. Alliance – Jim Butcher
- E. Membership - Al Stoner
- F. Publicity – Hank Becker
- G. Combined Federal Campaign – Lew Smith
- H. Administrator's Liaison – Dave Chitwood

III. New Business

Minutes - September 10, 2013 FAR-B Board of Directors Meeting

Attendees - Jim Anderson, Hank Becker, Jim Butcher, Essex Finney, Verneta Gaskins, Wiz Horner, Phyllis Martin, Richard Parry, Jim Poulos, Allan Stoner, Allison Yates, Dick Zimmerman

Jim Anderson called the meeting to order.

Beltsville Area Update - Allison Yates reported that following Ed Knipling's retirement as ARS Administrator, Caird Rexroad was named as the Acting Administrator and Joe Spence the Acting Associate Administrator. She indicated that ARS management is very concerned about the financial outlook for FY 2014, which includes the likelihood of another sequestration of funds. The many scenarios being studied to deal with the financial situation include more location closures and combining Areas. An issue for Beltsville is how the land can be used more effectively. In addition to concerns over the financial situation, the Area is experiencing problems coping with a new travel system, new reporting channels for various administrative functions and the virtual administrative support offices. Allison indicated that the Beltsville Area is no longer under a hiring freeze, but available funds is an issue to filling vacancies. She mentioned the high cost of relocating employees from other Areas.

Jim Poulos reported that, for financial reasons, the site of the 3rd Annual Beltsville - U MD Symposium on "Trends in Agriculture - Climate Change", scheduled for October 17, has been moved from the University of Maryland Continuing Education Center to the National Agricultural Library. Thus, the finances for the symposium are no longer an issue. Registration for the event has been rather low.

Area Diversity Taskforce - Verneta Gaskins reported that approximately 550 individuals visited the Discovery Garden during the past spring and summer. She also reported that several special emphasis events are being planned for the next several months. The next scheduled event is the Hispanic Heritage Day scheduled for September 25.

Secretary's Report - The minutes of the June 2013 Board of Directors meeting were approved.

Treasurer's Report - Dick Zimmerman distributed a report that detailed the August banking and investments activities and the monthly income and expenditures. Dick reported that in August, FAR-B received a letter from an attorney representing the estate of Aileen Elizabeth Lee. The letter indicated that Ms. Lee had named FAR-B in her will and that our organization would be receiving a bequest of approximately \$41,538. Ms. Lee was apparently a former BARC employee and the wife of former BARC employee Michael Combs. Jim Anderson indicated that he had signed and returned the required paperwork to the attorney.

Community Outreach - Jim Butcher reported that he had been in contact with Leslie Lowe, principal of the Beltsville Academy, and the school was looking forward to having

the Maryland Agricultural Education Foundation Mobile Science Laboratory visit the school again this year, although no specific date has been established.

Alliance - For the benefit of the new Board members, Jim Butcher gave a brief history of the Alliance. Jim reported that he, Darwin Murrell, Essex Finney and Walt Townsend had recently met to explore how the Alliance could be reinvigorated and the possibilities for applying for a grant from the Maryland Department of Business and Economic Development to be used to contract with a management and public relations firm to assist. It was agreed that the Alliance currently lacked the capacity to manage the funds should they be successful in getting such a grant and the possibility of FAR-B applying for the grant and using the funds to hire a public relations firm was discussed. However, concerns were raised over the possible effect of such a move on FAR-B's 501(c)(3) tax status. Darwin had contacted Allan Stoner and asked him to seek the opinion of attorney Michael Stoner on the matter. Allan reported that Michael had reviewed the pertinent portion of the federal tax code and offered the opinion that FAR-B would jeopardize its 501(c)(3) status if it were to obtain and use grant funds as intended. He indicated that changing to a 501(c)(4) tax status would make it possible for FAR-B to lobby or become an "action organization", but by doing so, it would give up its tax exempt status. After discussion it was agreed that FAR-B should not get involved in the grant application process, but should indicate its keen interest in the matter and encourage the Alliance to explore other options. It was suggested that the Alliance needed to look at its by-laws, articles of incorporation and the membership of its Board. Jim Butcher agreed to communicate the gist of the discussion back to Darwin, Essex and Walt. Dick Zimmerman made a motion that "FAR-B remain a 501(c)(3) organization". The motion was seconded and passed.

Membership - During a discussion on how to attract new members for FAR-B, Wiz Horner suggested approaching ARS Human Resources to see if they would be willing, and could legally do so, to include a FAR-B brochure and letter with other materials passed out to retiring employees. Wiz indicated that he would contact Lisa Baldus, Associate Deputy Administrator, about the feasibility of doing so.

Combined Federal Campaign - Jim Anderson reported that Lew Smith had notified him that FAR-B had been approved for participation in the 2014 Combined Federal Campaign.

Draft Agenda for the
Friends of Agricultural Research - Beltsville, Inc.
Board of Directors Meeting
Beltsville Agricultural Research Center
Room 238, Bldg 003
Beltsville, Maryland
Tuesday, November 12, 2013 – Noon

Budget -
 President Budget - on increase
 in 1985
 Payroll for 2-59 cont
 14 cuts @ BAKC.
 Egoism in dark
 cuts will be quarterly
 Board -
 Decrease in locations

Maybe a good meal - Kustlin

Rex Kent
Schau-Gang

He said he wasn't going to go

Perognathus - will begin
from 8 o'clock to 5 o'clock

by Oct 1, 2014

There will be fewer persons than 100

1600 to 1700 sps - how

New 54 - McHenry Rd

hid 8 animal cartola
Bq + ms

Sq - Green Lab

Quest: Norberta Schone slow hiring is a big problem

Parental^o to go to St. Anson

25% in Stock
Total 10 1/2 % put in to Vanguard Wellington fund
30,000 \$

12 0.3 %
30 0.5 %
-15 1.0 %

Steve Anderson

Roy Atkins

North Island

Meeting - SP's from NI, I + ARS

Geome Canada

Thursday + Fri 3 foreign countries

20 SEP from BARE

5A

Office of National Program

mid / late Spring (April)

(workshop)

who needs to know what (education + research)
they need to

Confer : Storm Water Management

Ms. Davis :

Bethulle Academy

Alliance :

work with Steve Shaffer - So, later workshop conference

MDE-D - MEN

Maryland Economic Development

what do ^{the group} you want to know

Economic Development

Group in PG. Court

State

OPM web site - CFC-

- NOV 15

- OPM will start email application for 2014

- Dec 2 email form will be out + we will send in

- lot of work for

- Activity of lot of Activity

- copy data for further studies -

Minutes - November 12, 2013 FAR-B Board of Directors Meeting

Attendees - Jim Anderson, Hank Becker, Jim Butcher, David Chitwood, Essex Finney, Wiz Horner, Wendy Jacobs Phyllis Martin, Richard Parry, Norberta Schoene, Steve Shafer, Lew Smith, Joe Spence Dick Zimmerman

Jim Anderson called the meeting to order.

Beltsville Area Update - Joe Spence stated that he had completed his 2 month detail as Acting ARS Administrator. He indicated that the agency had been well prepared for a 3 day shutdown, but not as well prepared for one lasting for weeks. Most middle managers had been deemed non-exempt, thereby creating situations such as the one in which animal caretakers reported directly to the Undersecretary.

Joe said that a major concern is the uncertainty over the FY 2014 budget. The Area is preparing for a 2-5 % cut. The President's budget is based on pre-sequestration funding levels and calls for increases in specific programs, but may not be favorably acted upon by Congress. Joe discussed the difficulties associated with last years cuts: e.g. the location closeouts have not yet been completed. Also, every dollar saved by a location closure is offset by the expense of relocating employees. thereby delaying savings by a year. The Department seems to realize that economy of scale has resulted in larger locations being able to handle cuts better than smaller ones. Therefore, it is possible that some programs may be moved to Beltsville, creating synergistic possibilities. All programs are being scrutinized by ARS for relevance and adequacy of features.

Joe described the post-sequestration climate: although discretionary funds per SY seems good, the appearance is deceiving because there are numerous personnel shortages caused by the lack of prompt hiring, which is in turn a consequence of Human Resources staffing levels. Meanwhile, some employees are doing two or three jobs, yet awards are not being allowed.

Dr. Wotecki has indicated that she hopes to have a person identified for the Administrator vacancy by the end of the year. Chvonda Jacobs-Young is the current Acting Administrator. Meanwhile, the planned reorganization of ARS into five Areas is proceeding, with Steve Shafer heading the implementation committee. The reorganization is not expected to be completed until October 2014. Similarly, the number on national programs is expected to decrease.

Joe stated that although there had been many qualified candidates for some advertised vacant positions (e.g. animal caretakers and some SYs), some other job searches have yielded few highly qualified candidates and this was before the recent government shutdown. Regarding future budgetary cutbacks, Joe commented that "it's good to have you guys on our side". Jim Butcher inquired about FAR-B's testimony for the FY 2015 budget and Joe replied that he would work with FAR-B later, but one possibility could be a supportive statement for movement of units from closed laboratories to Beltsville. Joe added that buyouts and early outs are not being considered because of their expense, and

commented that in the event of a furlough exceeding 10 days, OPM mandates that a RIF be implemented.

Joe reported that the U.S. Parasite Collection will be transferred from BARC - East to the Smithsonian Institution's Suitland facility. He also indicated that the one item in the Farm Bill that is most relevant to Beltsville is the reauthorization of the Enhanced Use Lease Authority

Steve Shafer thanked FAR-B for providing support for a four day meeting at Beltsville led by the Agri-Food and Biosciences Institute (Northern Ireland). The meeting is titled: International Scientific Forum on Sustainable Agriculture - Targeting Genetic Selection to Specific Environment and Management Circumstances (G x E x M). Approximately 75 attendees from Northern Ireland and Genome Canada will be joined by 25 selected BARC scientists and some Office of National Programs attendees.

Secretary's Report - Secretary Allan Stoner was absent however, he had distributed the minutes of the June Board of Directors meeting electronically. Dick Zimmerman stated that he had sent one correction to Allan.

Treasurer's Report - Dick Zimmerman distributed a report that detailed the October banking and investments activities and the monthly income and expenditures. The only notable transaction was the receipt of the \$40,778 bequest from the estate of the late Aileen Elizabeth Lee, a figure 8 times the amount of the previous largest donation to FAR-B. Discussion ensued about where Ms. Lee worked, although it is known that she was a former Natural Resources Institute secretary, it is not clear what other positions she may have held. Two issues pertaining to the bequest were discussed: where to hold the funds and how to use them. Jim Butcher commented that the bequest is a reflection of the value of the Beltsville research support staff. The consensus was that the use of the funds would be discussed later. Following a discussion about interest rates and early withdrawal penalties assessed for CD terms, Hank Becker moved and Jim Butcher seconded that three \$10,000 48 month CD's be purchased and the remainder be place in the Vanguard Wellington Investors Fund. The motion passed.

Dick reported that the minimum balance required in the SELF Fund's money market account would increase on January 1 to \$5,000, a level that should be maintained to receive a few perks. He added that the Diversity Taskforce had only spent \$1,053 of their \$2,500 budget, but that some of their programs were postponed by the government shutdown.

Community Outreach - Jim Butcher reported that the Maryland Agricultural Education Foundation Mobile Science Laboratory will be at the Beltsville Academy next week. Jim indicated that Phyllis Martin, Allan Stoner and Jim Anderson have committed to assist the teacher. Jim suggested that these three join him in discussing a middle school science program with the Academy Science Coordinator.

Alliance - Jim Butcher described a half day Soil and Water Management workshop that

Steve Shafer is assisting with, as he briefly mentioned during his earlier comments. Contractors, political officials and agricultural people are included in the target audience. Walt Townsend (President of the Baltimore-Washington Corridor Chamber of Commerce), John Peter Thompson, and Kassie Lewis (Maryland Department of Business and Economic Development) are interested in the workshop's potential for generating Maryland advocacy for federal programs that would benefit the State. The next steps are identifying the target audience and determining the types of information needed to fully understand the new regulations (which Ms. Lewis is currently doing), then Steve Shafer will suggest the names of those who can provide the information.

Essex Finney stated that John Peter Thompson wants to follow up the Prince George's County Executive's visit to Beltsville with one by the County Council. Essex said that he has been in touch with the office of councilman Obie Patterson and will be meeting with him to discuss a visit.

Membership - Wiz Horner reported that he had spoken with Lisa Baldus about including information about FAR-B membership with materials given to retiring employees. Although the Human Resources Division was agreeable, the Ethics Office was not.

Newsletter - Hank Becker stated that the next issue will be published in January and that the Aileen Lee bequest would be conspicuously featured.

Combined Federal Campaign - Lew Smith commented that November 15 is the last day for anyone to register for training on how to prepare a next-cycle CFC application. He described the December e-mail application and printed materials that would follow shortly thereafter. David Chitwood said that he would investigate sending an e-mail to Area employees about FAR-B's CFC participation this year.

New Business - The recent government shutdown caused the Beltsville - University of Maryland symposium to be postponed. David Chitwood reported that it will be rescheduled for an undetermined date in January 2014.

Jim Anderson reported that according to the FAR-B bylaws, a new president and new treasurer would be elected in May.

Jim indicated that he would bring some food to the December 10 Board meeting and encouraged others to do the same.

Agenda for the
Friends of Agricultural Research - Beltsville, Inc.
Board of Directors Meeting
Beltsville Agricultural Research Center
Room 238, Bldg 003
Beltsville, Maryland
Tuesday, December 17, 2013 – 11:30 a.m.

Luncheon: Pot luck luncheon. Anderson will supply luncheon meat, rolls, condiments, napkins, forks, water, and soft drinks.

I. Introductions

- A. Call to Order and Introduction of Guests – Jim Anderson
- B. Beltsville Area Office update – Steven Shafer, BARC Director
- C. Beltsville Area Diversity Taskforce – Verneta Gaskens

II. Old Business and Committee Reports

- A. Secretary's report – Allan Stoner
- B. Treasurer's report – Dick Zimmerman
- C. Community Outreach – Jim Butcher for the Beltsville Academy
- D. Alliance – Jim Butcher
- E. Membership - Al Stoner
- F. Publicity – Hank Becker
- G. Combined Federal Campaign – Lew Smith
- H. Administrator's Liaison – Dave Chitwood

III. New Business

- A. Symposium
- B. Elections – Darwin Murrell
- C. Speaker for Annual Meeting

Minutes - December 17, 2013 FAR-B Board of Directors Meeting

Attendees - Jim Anderson, Hank Becker, Jim Butcher, Essex Finney, Darwin Murrell, Richard Parry, Steve Shafer, Lew Smith, Allan Stoner, Dick Zimmerman

Following a holiday lunch, Jim Anderson called the meeting to order.

Beltsville Area Update - Steve Shafer discussed the current financial status of the Beltsville Management Units. He reported that all Beltsville Laboratories have more than \$25,000 discretionary funding/ SY in FY 2014, but this is somewhat misleading since in some instances this has been made possible by the abolishment of positions. Steve indicated that the minimum and optimum funding for each Laboratory is being assessed. He also reported that all employees will receive a 1% pay raise this year and that employee awards were recently unfrozen, thus, Beltsville employees are now eligible for performance awards. Travel caps are still in place.

Steve indicated that the Beltsville Area currently has 230 category 1 and 4 SYs and this includes 6 category 1 and 2 category 4 vacancies. He indicated that at one point during the past year, ARS had approximately 800 vacancies, but the number has been reduced to approximately 330 as a result of positions being abolished. ARS's Administrative and Financial Management Division has approximately 100 vacancies and this is greatly impacting their ability to fill vacancies in the Laboratories. Steve reported that several Beltsville SYs and support staff have announced plans to retire at the end of the year.

Steve reported that ARS currently has 96 locations and the consolidation of ARS Areas is still being studied.

Secretary's Report - The minutes of the November Board meeting were approved.

Treasurer's Report - Dick Zimmerman distributed a report that detailed the November banking and investments activities and the monthly income and expenditures.

Jim Butcher suggested that an appropriate use of the recent Aileen Lee bequest would be to support an annual award to members of the Beltsville scientific support staff. It was agreed that this would be a topic for discussion at the January Board meeting.

Community Outreach - Jim Butcher reported that the mobile science laboratory "Ag in the Classroom" program at the Beltsville Academy was successfully completed the week of Nov 17.

Alliance - The inactivity of the Alliance was discussed and it was agreed that Jim Butcher and Essex Finney will attempt to arrange a meeting with Walt Thompson to discuss its future. Jim Butcher indicated that there has been no further word on the development of a possible symposium on rainwater runoff and conservation.

Membership - Steve Schafer invited a representative from FAR-B to attend one of his bi-

weekly meetings with the Beltsville RL's to talk about FAR-B and Associate membership.

Newsletter - Hank Becker stated that the deadline for articles for the next issue of the newsletter is late January.

Combined Federal Campaign - Lew Smith indicated that he had received information concerning the deadline of the next CFC application.

New Business - Jim Anderson reported that according to the FAR-B bylaws, a president, secretary and treasurer would need to be elected at the next annual meeting in May. Jim stated that he had asked Darwin Murrell to develop a slate of candidates. Darwin indicated that Dick Parry had agreed to be nominated as the next Treasurer and that Jim Anderson and Allan Stoner has agreed to serve another year as President and Secretary respectively. Darwin expressed concern that the three year terms of the current President, Treasurer, and Secretary all expire at the same time and that for the sake of continuity and "corporate memory" they should be staggered. Thus, he plans to introduce an amendment to correct this situation at the next annual meeting.

Possible speakers were discussed for the annual membership meeting in the Spring.

Essex Finney

From: "A Stoner" <stonerfam@earthlink.net>
To: "JAMES D ANDERSON" <janderso1@mac.com>; "Jimmie D. Mowder" <jdmowder@yahoo.com>; "Withers G. Horner" <wizlizlob@embarqmail.com>; "Dr. K. Darwin Murrell" <kdmurrell@comcast.net>; "Dr. Essex E. Finney" <eefinney2@msn.com>; "Hank Becker 3" <hankbecker3@verizon.net>; "Dr. David J. Chitwood" <David.Chitwood@ars.usda.gov>; "James O Butcher" <jim.hickory@verizon.net>; "Wendy Jacobs" <Jacobs83@verizon.net>; "James Anderson" <janderso1@mac.com>; "Dr. Richard H. Zimmerman" <rhz1415@verizon.net>; "Dr. Phyllis Martin" <pawmartin24@gmail.com>; "Richard Parry" <rmparry@verizon.net>; "Dr. Lewis W. Smith" <lws406@comcast.net>
Cc: "Dr. Joseph Spence" <Joseph.Spence@ARS.USDA.GOV>; "Dr. Colien Hefferan" <Colien.Hefferan@ars.usda.gov>; "Verneta Gaskins" <Verneta.Gaskins@ARS.USDA.GOV>; "Steven Shafer" <steven.shafer@ars.usda.gov>; "Dr. Betty W. Li" <bettywli@gmail.com>; "Dr. Norberta W. Schoene" <nschoene@att.net>; "Dr. Morse B. Solomon" <mbsolomon@verizon.net>; "Jim Poulos" <Jim.Poulos@ARS.USDA.GOV>
Sent: Sunday, January 12, 2014 11:37 AM
Subject: Re: FAR-B's January 2014 BOD's Meeting

Here is a draft of the December Board meeting minutes. Allan S.

Minutes - December 17, 2013 FAR-B Board of Directors Meeting

Attendees - Jim Anderson, Hank Becker, Jim Butcher, Essex Finney, Darwin Murrell, Richard Parry, Steve Shafer, Lew Smith, Allan Stoner, Dick Zimmerman

Following a holiday lunch, Jim Anderson called the meeting to order.

Beltsville Area Update - Steve Shafer discussed the current financial status of the Beltsville Management Units. He reported that all Beltsville Laboratories have more than \$25,000 discretionary funding/ SY in FY 2014, but this is somewhat misleading since in some instances this has been made possible by the abolishment of positions. Steve indicated that the minimum and optimum funding for each Laboratory is being assessed. He also reported that all employees will receive a 1% pay raise this year and that employee awards were recently unfrozen, thus, Beltsville employees are now eligible for performance awards. Travel caps are still in place.

Steve indicated that the Beltsville Area currently has 230 category 1 and 4 SYs and this includes 6 category 1 and 2 category 4 vacancies. He indicated that at one point during the past year, ARS had approximately 800 vacancies, but the number has been reduced to approximately 330 as a result of positions being abolished. ARS's Administrative and Financial Management Division has approximately 100 vacancies and this is greatly impacting their ability to fill vacancies in the Laboratories. Steve reported that several Beltsville SYs and support staff have announced plans to retire at the end of the year.

Steve reported that ARS currently has 96 locations and the consolidation of ARS Areas is still being studied.

Secretary's Report - The minutes of the November Board meeting were approved.

Treasurer's Report - Dick Zimmerman distributed a report that detailed the November banking and investments activities and the monthly income and expenditures.

> F. Publicity – Hank Becker

>

> G. Combined Federal Campaign – Lew Smith

>

> H. Administrator's Liaison – Dave Chitwood

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> III. New Business

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> A. Budget for 2014

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> B. Speaker for Annual Meeting

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> C. Changes to By-Laws

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Jim Butcher suggested that an appropriate use of the recent Aileen Lee bequest would be to support an annual award to members of the Beltsville scientific support staff. It was agreed that this would be a topic for discussion at the January Board meeting.

Community Outreach - Jim Butcher reported that the mobile science laboratory "Ag in the Classroom" program at the Beltsville Academy was successfully completed the week of Nov 17.

Alliance - The inactivity of the Alliance was discussed and it was agreed that Jim Butcher and Essex Finney will attempt to arrange a meeting with Walt Thompson to discuss its future. Jim Butcher indicated that there has been no further word on the development of a possible symposium on rainwater runoff and conservation.

Membership - Steve Schafer invited a representative from FAR-B to attend one of his bi-weekly meetings with the Beltsville RL's to talk about FAR-B and Associate membership.

Newsletter - Hank Becker stated that the deadline for articles for the next issue of the newsletter is late January.

Combined Federal Campaign - Lew Smith indicated that he had received information concerning the deadline of the next CFC application.

New Business - Jim Anderson reported that according to the FAR-B bylaws, a president, secretary and treasurer would need to be elected at the next annual meeting in May. Jim stated that he had asked Darwin Murrell to develop a slate of candidates. Darwin indicated that Dick Parry had agreed to be nominated as the next Treasurer and that Jim Anderson and Allan Stoner has agreed to serve another year as President and Secretary respectively. Darwin expressed concern that the three year terms of the current President, Treasurer, and Secretary all expire at the same time and that for the sake of continuity and "corporate memory" they should be staggered. Thus, he plans to introduce an amendment to correct this situation at the next annual meeting.

Possible speakers were discussed for the annual membership meeting in the Spring.

-----Original Message-----

> From: JAMES D ANDERSON <janderso1@mac.com>

> Sent: Jan 12, 2014 8:27 AM

> To: "Jimmie D. Mowder" <jdmowder@yahoo.com>, "Withers G. Horner"

<wizlizlob@embarqmail.com>, "Dr. K. Darwin Murrell" <kdmurrell@comcast.net>, "Dr. Essex E. Finney" <eeffinney2@msn.com>, Hank Becker 3 <hankbecker3@verizon.net>, "Dr. David J.

Chitwood" <David.Chitwood@ars.usda.gov>, James O Butcher <jim.hickory@verizon.net>, Wendy Jacobs <Jacobs83@verizon.net>, "Dr. Allan Stoner" <stonerfam@earthlink.net>, James Anderson <janderso1@mac.com>, "Dr. Richard H. Zimmerman" <rhz1415@verizon.net>, "Dr. Phyllis Martin" <pawmartin24@gmail.com>, Richard Parry <rmparry@verizon.net>, "Dr. Lewis W. Smith" <lws406@comcast.net>

> Cc: "Dr. Joseph Spence" <Joseph.Spence@ARS.USDA.GOV>, "Dr. Colien Hefferan"

<Colien.Hefferan@ars.usda.gov>, Verneta Gaskins <Verneta.Gaskins@ARS.USDA.GOV>, Steven Shafer <steven.shafer@ars.usda.gov>, "Dr. Betty W. Li" <bettywli@gmail.com>, "Dr. Norberta W.

Schoene" <nschoene@att.net>, "Dr. Morse B. Solomon" <mbsolomon@verizon.net>, Jim Poulos
<Jim.Poulos@ARS.USDA.GOV>

> Subject: FAR-B's January 2014 BOD's Meeting

>

> I'm including the Agenda for the January BOD's meeting. Darwin Murrell will lead the meeting.

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> Agenda for the

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> Friends of Agricultural Research - Beltsville, Inc.

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> Board of Directors Meeting

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> Beltsville Agricultural Research Center

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> Room 238, Bldg 003

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> Beltsville, Maryland

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> Tuesday, January 14, 2014 – Noon

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> I. Introductions

>

> A. Call to Order and Introduction of Guests – Darwin Murrell

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> B. Beltsville Area Office update – Joe Spence, Area Director

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> C. Symposium – Jim Poulos

>

> D. Beltsville Area Diversity Taskforce – Verneta Gaskens

>

> II. Old Business and Committee Reports

>

> A. Secretary's report – Allan Stoner

>

> B. Treasurer's report – Dick Zimmerman

>

> C. Community Outreach – Jim Butcher for the Beltsville Academy

>

> D. Alliance – Jim Butcher

>

> E. Membership - Al Stoner

>

Agenda for the
Friends of Agricultural Research - Beltsville, Inc.
Board of Directors Meeting
Beltsville Agricultural Research Center
Room 238, Bldg 003
Beltsville, Maryland
Tuesday, January 14, 2014 – Noon

I. Introductions

- A. Call to Order and Introduction of Guests – Darwin Murrell
- B. Beltsville Area Office update – Joe Spence, Area Director
- C. Symposium – Jim Poulos
- D. Beltsville Area Diversity Taskforce – Verneta Gaskens

II. Old Business and Committee Reports

- A. Secretary's report – Allan Stoner
- B. Treasurer's report – Dick Zimmerman
- C. Community Outreach – Jim Butcher for the Beltsville Academy
- D. Alliance – Jim Butcher
- E. Membership - Al Stoner
- F. Publicity – Hank Becker
- G. Combined Federal Campaign – Lew Smith
- H. Administrator's Liaison – Dave Chitwood

III. New Business

- A. Budget for 2014
- B. Speaker for Annual Meeting
- C. Changes to By-Laws

Minutes - January 14, 2014 FAR-B Board of Directors Meeting

Attendees - , Hank Becker, Jim Butcher, David Chitwood, Essex Finney, Verneta Gaskins, Wendy Jacobs, Wiz Horner, Betty Li, Phyllis Martin, Darwin Murrell, Richard Parry, Jim Poulos, Norberta Schoene, Lew Smith, Joe Spence, Allan Stoner, Dick Zimmerman

Following introductions Darwin Murrell called the meeting to order.

Beltsville Area Update - Joe Spence opened his remarks by commenting on the death of John Milner. He indicated that a recruit action to replace John as Director of the Beltsville Human Nutrition Research Center had started. Joe then reported there were 8 candidates for the ARS Administrator and that a selection would likely be announced by the end of the month.

Joe indicated that the House and Senate had reached agreement on the Agriculture FY 2014 budget the previous day and that it included a \$45 million increase for ARS. Joe said that the current administration is seeking to reduce the ARS footprint by 25%, based on square footage of space occupied. He felt that this could be positive for larger locations like Beltsville because of their greater operating efficiency. Joe also reported that ARS is proposing to reduce it's number of Areas from 8 to 5 effective October 1, 2014. It proposes to merge the Beltsville and Mid-Atlantic Areas, the Mid-South and South Atlantic Areas, and the Northern-Plains and Southern-Plains Areas. The proposed Area offices would be Beltsville, Stoneville MS, and Ft Collins, CO respectively.

Joe indicated that release of the President's FY2015 budget has been delayed. The Department priorities for ARS in FY 2015 are plant and animal production and protection, natural resources, food safety, and new uses and product quality. The Beltsville Food Quality Laboratory, previously targeted for closure, is likely to remain open.

Symposium - Jim Poulos reported that the BA/UMD symposium on Climate Change, that was postponed last fall, will be held on Jan 23 at the NAL. Approximately 100 people have registered. The topic for the 2014 symposium is Sustainability.

Area Diversity Taskforce - Verneta Gaskins reported that during the previous week the taskforce participated in a joint summit with NIFA to discuss a Hispanic-Serving Institutions Grant program. She also indicated that plans for the 2014 Student Discovery Garden are being developed and planning for numerous special events, including black history and Hispanic heritage months, is underway.

Secretary's Report - The minutes of the December Board meeting were approved.

Treasurer's Report - Dick Zimmerman distributed a report that detailed the December banking and investments activities and the 2013 income and expenditures. It was agreed that funding for interns for the Systematic Entomology Laboratory should come from

SELF funds. Funding for National Arboretum interns needs to be discussed with Joe Spence. Dick distributed copies of the proposed budget that he had prepared for 2014. Essex Finney moved that the draft budget be approved. The motion was seconded and approved. A discussion was held on whether the FAR-B by-laws should be amended to permit the investment of a greater percentage of funds from gifts in stocks and bonds than is permissible for normal operating funds. By mutual agreement, it was agreed to not change the bylaws.

Community Outreach - Jim Butcher discussed information he had received concerning the number of students and composition of the Beltsville Academy student body. It was agreed that the Science in the Classroom program initiated and supported by FAR-B has had an impact on the students. Jim indicated that he had been in contact with the Executive Director of the Maryland Agricultural Education Foundation relative to a meeting to discuss the possibility of FAR-B providing input to the Science in the Classroom's curriculum.

Alliance - Essex Finney stated that the Alliance had not held an annual meeting in 2013 as specified in their by-laws. The inactivity of the Alliance was discussed and it was agreed that Jim Butcher and Essex Finney will attempt to arrange a meeting with Walt Townshend to discuss its future. Jim Butcher stated that Walt felt that it would be best to delay discussion of a possible symposium on rainwater runoff and conservation until after the current session of the Maryland Legislature.

Membership - Reference was made to accepting Steve Shaffer's offer to attend one of his BARC-RL meetings to discuss FAR-B membership. Dave Chitwood indicated that they are held the 1st and 3rd Thursdays of the month.

Newsletter - Hank Becker reported that his deadline for articles for the next issue of the newsletter is late January.

Combined Federal Campaign - Lew Smith indicated that information concerning FAR-B's participation in the next CFC should be received about August.

New Business -

It was agreed to postpone discussion of possible speakers for the next annual membership meeting and the use of the Aileen Lee bequest until the February Board meeting.

Agenda for the
Friends of Agricultural Research - Beltsville, Inc.
Board of Directors Meeting
Beltsville Agricultural Research Center
Room 238, Bldg 003
Beltsville, Maryland
Tuesday, February 11, 2014 – Noon

I. Introductions

- A. Call to Order and Introduction of Guests – James Anderson
- B. Beltsville Area Office update – Steven Shafer; Director, BARC
- C. Beltsville Area Diversity Taskforce – Verneta Gaskens
- D. Alliance – John Peter Thompson

II. Old Business and Committee Reports

- A. Secretary's report – Allan Stoner
- B. Treasurer's report – Dick Zimmerman
- C. Community Outreach – Jim Butcher for the Beltsville Academy
- D. Alliance – Jim Butcher
- E. Membership - Al Stoner
- F. Publicity – Hank Becker
- G. Combined Federal Campaign – Lew Smith
- H. Administrator's Liaison – Dave Chitwood

III. New Business

- A. Speaker for Annual Meeting
- B. Use of the Aileen Lee's bequest
- C. Distribution of USDA Tech. Bulletin 1935

Minutes – February 11, 2014 FAR-B Board of Directors Meeting

Attendees – Jim Anderson, Hank Becker, Jim Butcher, David Chitwood, Essex Finney, Vernetta Gaskins, Phyllis Martin, Darwin Murrell, Dick Parry, Norberta Schoene, Steve Shafer, Lew Smith, Allan Stoner, J Peter Thompson, Dick Zimmerman

Jim Anderson called the meeting to order.

Beltsville Area update – Steve Shafer reported that there has been no allocation of the ARS FY 2014 budget and that the release of the President's FY 2015 had been delayed until early March. He also indicated that an Administrator's Conference was currently being held and that an announcement of the selection of a new ARS Administrator was likely.

Beltsville Area Diversity Taskforce – Vernetta Gaskins reported that the recent joint summit with NIFA to discuss Hispanic Serving Institution Grants was very successful and may well lead to other collaborations. She also invited the Board to participate in the Taskforce's February 19 Black History Celebration.

Alliance - John Peter Thompson discussed his efforts to facilitate the organization of a symposium at Beltsville to address issues related to Stormwater Management/Water Quality. He indicated that the symposium is intended to be for Maryland policy and decision makers and that it would be a scientific exchange and not a political discussion or platform. He indicated that he was developing a list of specific topics to present to Steve Shaffer for consideration and to identify topics that could be addressed by Beltsville scientists.

Secretary's Report - The minutes of the January Board meeting were approved.

Treasurer's Report – Dick Zimmerman distributed a report that detailed the January banking and investments activities. Allan Stoner reported that he had reached an agreement with David Klurfeld that would allow FAR-B to use up to \$5,000 from the Klurfeld Research Fund to support FAR-B's programs. Dick reported that the Systematic Entomology Laboratory is planning to hold a retreat at the Patuxent Wildlife Center and while it is not possible for them to pay for the use of the facility, a donation to the Friends of the Patuxent Center would be appropriate. Thus Essex Finney made a motion that a \$150 donation from the SELF Fund be made to the Friends of the Patuxent Wildlife Center. The motion was seconded and passed.

Community Outreach – Jim Butcher, Phyllis Martin and Allan Stoner reported on a recent meeting with George Mayo, Executive Director of the Maryland Agricultural Education Foundation, and three members of his staff to explore possible ways for FAR-B to cooperate with them.

Membership – Jim Anderson agreed to attend the February BARC RL meeting to discuss FAR-B and solicit new Associate Members.

Alliance – Essex Finney reported that he was working with Prince Georges County Councilman Obie Patterson, a former Beltsville employee, to arrange for the Council to visit Beltsville.

New Business – A discussion was held on identifying a specific use for the funds from the recent Aileen Lee bequest. No decision was reached, but following discussion, there was considerable agreement that it would be appropriate to support training, or a career enhancing experience, for a support employee rather than a onetime cash award.

It was agreed to invite the new ARS Administrator to speak at the annual FAR-B membership meeting.

Agenda for the
Friends of Agricultural Research - Beltsville, Inc.
Board of Directors Meeting
Beltsville Agricultural Research Center
Room 238, Bldg 003
Beltsville, Maryland
Tuesday, March 11, 2014 – Noon

I. Introductions

- A. Call to Order and Introduction of Guests – James Anderson
- B. Beltsville Area Office update – Joe Spence, Area Director, Beltsville Area
- C. Beltsville Area Diversity Taskforce – Verneta Gaskens

II. Old Business and Committee Reports

- A. Secretary's report – Allan Stoner
- B. Treasurer's report – Dick Zimmerman
- C. Community Outreach – Jim Butcher for the Beltsville Academy
- D. Alliance – Jim Butcher
- E. Membership - Al Stoner
- F. Publicity – Hank Becker
- G. Combined Federal Campaign – Lew Smith
- H. Administrator's Liaison – Dave Chitwood

III. New Business

- A. Speaker for Annual Meeting
- B. Request for SELF funds
- C. Use of the Aileen Lee's bequest
- D. Audit

Minutes - March 11, 2014 FAR-B Board of Directors Meeting

Attendees – Jim Anderson, Hank Becker, Jim Butcher, David Chitwood, Erin Connor, Wiz Horner, Betty Li, Phyllis Martin, , Dick Parry, Norberta Schoene, Lew Smith, Joe Spence, Allan Stoner, Dick Zimmerman

Jim Anderson called the meeting to order.

Beltsville Area update – Joe Spence reported that the recent appointment of Dr. Chavonda Jacobs-Young as the ARS Administrator had resulted in a series of detail assignments. Steve Shafer has been detailed as Acting Associate Administrator for National Programs until May 2 and Erin Conner is on detail as Acting Director of BARC. Ellen Harris, Associate Director of BARC remains on detail to the South Atlantic Area. Joe also reported that Caird Rexroad, ARS Associate Administrator, has announced his intent to retire May 3.

Joe reported that Beltsville has gotten its FY2014 budget and it includes \$1.2 M new funds. All FY 2013 recession cuts and sequestered funds were restored to ARS and management determined how they were allocated back to individual management units. The FY 2015 ARS budget includes a \$110 M cut and 3 Beltsville Area projects are scheduled for termination, but funds for the Beltsville Food Quality Laboratory are to be restored.

Joe reported that the recently passed Farm Bill renewed the Beltsville Enhanced Use Lease Authority and that several companies have expressed interest in participating. Joe indicated that they are trying to fill the BHNRC Director vacancy, but that filling vacancies remains very slow.

Secretary's Report - The minutes of the February Board meeting were approved.

Treasurer's Report – Dick Zimmerman distributed a report that detailed the February banking and investments activities. Jim Anderson reported that he had received a request from the Systematic Entomology Laboratory to use \$31,000 from the SELF fund (\$13,000 service contract for DNA sequencer, \$10,000 computer upgrades, \$5,000 book reprints, \$3,000 research travel). The expenditures were approved by the Area office. A motion was made, seconded and approved to spend the funds.

Community Outreach – Jim Anderson reported that he had prepared certificates for the Beltsville Academy students who had prepared posters following the fall Ag in the Classroom program. Jim Butcher will contact Leslie Lowe at the Academy to arrange a time for the certificates to be presented to the students.

Alliance - Jim Butcher reported that John Peter Thompson is continuing to work on the development of a water quality workshop and that a list of possible topics has been presented to the Beltsville Area and the Maryland Department of the Environment for their input.

Membership – Jim Anderson reported that he attended a recent BARC RL meeting to discuss FAR-B. He indicated that Joe Spence and Steve Shafer also spoke on behalf of FAR-B. To date it does not appear that the presentations resulted in any new associate members.

New Business – The discussion initiated at the previous Board meeting on identifying a specific use for the funds from the Aileen Lee bequest continued. Phyllis Martin presented information on the Graduate School USA's New Leader and Aspiring Leader programs. Following a discussion of the eligible grade levels, approximate costs and duration of the programs, it was agreed that the Area Office should be consulted to get the administration's thoughts and preferences. Jim Anderson agreed to contact Joe Spence.

Dick Zimmerman indicated that with a pending change in the FAR-B treasurer, it would be appropriate to have the financial records audited. It was agreed that an internal audit would be sufficient. Thus, Jim Anderson asked Wiz Horner, Phyllis Martin and Darwin Murrell to serve as an audit committee.

Jim Anderson reported that Dr. Chavonda Jacobs-Young, the recently appointed ARS Administrator, had agreed to speak at the annual FAR-B meeting on May 14. However, but due to a scheduling conflict she preferred to speak at 9:30 rather than the customary 11:00 a.m. It was agreed to schedule the meeting to meet her schedule.

Agenda for the
Friends of Agricultural Research - Beltsville, Inc.
Board of Directors Meeting
Beltsville Agricultural Research Center
Room 238, Bldg 003
Beltsville, Maryland
Tuesday, April 8, 2014 – Noon

I. Introductions

- A. Call to Order and Introduction of Guests – James Anderson
- B. Beltsville Area Office update – Joe Spence, Area Director, Beltsville Area
- C. Beltsville Area Diversity Taskforce – Verneta Gaskens

II. Old Business and Committee Reports

- A. Secretary's report – Allan Stoner
- B. Treasurer's report – Dick Zimmerman
- C. Community Outreach – Jim Butcher for the Beltsville Academy
- D. Alliance – Jim Butcher
- E. Membership - Al Stoner
- F. Publicity – Hank Becker
- G. Combined Federal Campaign – Lew Smith
- H. Administrator's Liaison – Dave Chitwood

III. New Business

- A. Use of the Aileen Lee's bequest
- B. Annual Meeting – Wednesday, May 14, 2014 at 9:30 a.m.; Bldg 005
 - Ballot for new officers: President – Anderson (for 1 year); vice President ??; Secretary – Stoner; Treasurer – Richard Parry,
 - Ballot for new BOD members: Wiz Horner and Phyllis Martin
- C. Poster Day – April 23, 2014
- D. Audit

Minutes – April 8, 2014 FAR-B Board of Directors Meeting

Attendees – Jim Anderson, Hank Becker, Jim Butcher, David Chitwood, Verneta Gaskins, Phyllis Martin, Darwin Murrell, Norberta Schoene, Lew Smith, Joe Spence, Allan Stoner, Dick Zimmerman

Jim Anderson called the meeting to order.

Beltsville Area update – Joe Spence reported that plans are being made to merge the Beltsville Animal Genetics Improvement and Bovine Functional Genomics Laboratories. He also indicated that the plan to reduce the number of ARS Areas from eight to five is expected to be effective October 1, 2014. Joe indicated that he thought the merger of the Beltsville and North Atlantic Areas may ultimately result in more political support for Beltsville.

Following the March Board meeting, Jim Anderson discussed with Joe FAR-B's tentative plans to use the funds from the Aileen Lee bequest to support training for employees interested in applying for the New Leader and Aspiring Leader programs. Joe was supportive of this idea, but stressed that a mechanism must be created that identified high quality employees that offered a lot to the agency and that supervisors and management would be comfortable with.

Joe indicated that they are trying to fill the BHNRC Director vacancy, but that filling vacancies continues to be very slow across ARS. Joe reported that Caird Rexroad, ARS Associate Administrator, has announced his intent to retire May 3.

Area Diversity Taskforce – Verneta Gaskins reported that as a result of the recent joint program with NIFA concerning Hispanic Serving Institutions, seven students will be working at Beltsville during the summer, free of charge to ARS. Verneta indicated that the Discovery Garden was scheduled to open for the summer at the end of April.

Secretary's Report - The minutes of the March Board meeting were approved.

Treasurer's Report – Dick Zimmerman distributed a report that detailed FAR-B's March banking and investments activities. He also reported that he had received a check for \$3,941.58 from the CFC for the 2014 program.

Community Outreach – Jim Butcher reported that prior to the meeting, Jim Anderson had passed out certificates to the Beltsville Academy students who prepared posters following the fall Ag in the Classroom program.

Alliance - Jim Butcher reported that work is continuing on development of a workshop dealing with watershed management issues. The workshop will likely be held at Beltsville in the fall of 2014. Steve Shafer is providing the technical leadership for development of the agenda.

Combined Federal Campaign – Lew Smith reported that FAR-B's tax status is being reviewed by the OPM and once that is completed, FAR-B will be cleared to participate in the CFC campaign again next year.

this Year

New Business -

It was agreed that a regular Board of Directors meeting would be held on Tuesday May 13, the day before the annual FAR-B meeting on the 14th. At the annual meeting, Darwin Murrell will nominate Wiz Horner and Phyllis Martin to serve as members of the FAR-B Board of Directors and Jim Anderson, Darwin Murrell, Allan Stoner and Richard Parry to serve President, Vice President, Secretary and Treasurer, respectively, for the coming year.

The discussion continued on the use of the recent Aileen Lee bequest. It was agreed to pursue using the funds to support training for support personnel as described under Beltsville Area Update above. Phyllis Martin agreed to attempt to establish criteria to be used to solicit and evaluate applicants. It was tentatively agreed to name the program the "Aileen Lee Upward Mobility Award".

Agenda for the
Friends of Agricultural Research - Beltsville, Inc.
Board of Directors Meeting
Beltsville Agricultural Research Center
Room 238, Bldg 003
Beltsville, Maryland
Tuesday, May 13, 2014 – Noon

I. Introductions

- A. Call to Order and Introduction of Guests – James Anderson
- B. Beltsville Area Office update – Joe Spence, Area Director, Beltsville Area
- C. Beltsville Area Diversity Taskforce – Verneta Gaskens

II. Old Business and Committee Reports

- A. Secretary's report – Allan Stoner
- B. Treasurer's report – Dick Zimmerman
- C. Audit Report – Darwin Murrell
- D. Community Outreach – Jim Butcher for the Beltsville Academy
- E. Alliance – Jim Butcher
- F. Membership - Al Stoner
- G. Publicity – Hank Becker
- H. Combined Federal Campaign – Lew Smith
- I. Administrator's Liaison – Dave Chitwood

III. New Business

- A. Use of the Aileen Lee's bequest
- B. Annual Meeting – Wednesday, May 14, 2014 at 9:30 a.m.; Bldg 005
 - Ballot for new officers: President – Anderson; vice President – Darwin Murrell; Secretary – Stoner; Treasurer – Richard Parry,
 - Ballot for new BOD members: Wiz Horner and Phyllis Martin

Minutes – May 13, 2014 FAR-B Board of Directors Meeting

Attendees – Jim Anderson, Hank Becker, Jim Butcher, Essex Finney, Wiz Horner, Richard Parry, Phyllis Martin, Darwin Murrell, Lew Smith, Joe Spence, Allan Stoner, Dick Zimmerman

Jim Anderson called the meeting to order.

Beltsville Area update – Joe Spence reported that Steve Shafer has been reassigned from Director of the Beltsville Agricultural Research Center to ARS, Associate Administrator for National Programs. Ellen Harris will become Director of BARC effective May 19. Joe reported that the consolidation of the ARS Areas from 8 to 5 is expected to receive Departmental approval later in the week. The new Area created by the merger of the Beltsville and North Atlantic Areas will be the Northeast Area and the Area office will be at Beltsville.

Joe reported that Joe Urban of the BHNRC, Diet, Genomics and Immunology Laboratory had been selected as the Area Senior Scientist of the year and that Joe Alfieri of the BARC Hydrology and Remote Sensing Laboratory is the Young Scientist of the year. Joe indicated that they are trying to fill the BHNRC Director vacancy, but that filling vacancies continues to be very slow across ARS.

Joe reported that Building 011A has been totally vacated. He also indicated that several companies have expressed interest in the Enhanced Lease Use Authority at Beltsville.

Area Diversity Taskforce – Verneta Gaskins was not present, but had sent a message to Jim Anderson relative to the Taskforce's activities. A program will be held May 21 to celebrate Asian Pacific Heritage Month. Also, the Student Discovery Garden has opened for the season.

Secretary's Report - The minutes of the April Board meeting were approved.

Treasurer's Report – Dick Zimmerman distributed a report that detailed FAR-B's April banking and investment activities. Darwin Murrell reported that on April 30, the 2014 FAR-B *ad hoc* Finance Committee comprised of Jim Anderson, Richard Parry and Darwin Murrell performed an internal audit of the organization's financial records for the period including 2013 to March 2014. The Committee concluded that the organization's expenditure and receipts are appropriate and well supported by documentation. Darwin concluded his remarks by complimenting Dick Zimmerman on the job he had done in managing FAR-B's financial resources and maximizing the organization's reserve funds during his tenure as Treasurer.

Alliance - Jim Butcher reported that work is continuing on the development of a workshop dealing with watershed management issues.

Publicity – Hank Becker reported that the deadline for copy for the June newsletter is May 28.

New Business -

At the annual meeting, Darwin Murrell will nominate Wiz Horner and Phyllis Martin to serve as members of the FAR-B Board of Directors and Jim Anderson, Darwin Murrell, Allan Stoner and Richard Parry to serve as President, Vice President, Secretary and Treasurer, respectively, for the coming year.

I. Introduction

- A. Call to Order and Introduction of Guests - James Anderson
- B. Roll Call - Area Office members - Ellen Martin, Director BADC
- C. Roll Call - Area Office Task Force - Various Locations

II. Old Business and Committee Reports

- A. Secretary's report - Ellen Martin
- B. Treasurer's report - Dick Parry
- C. Membership Development - Jim Martin for the Roll Call
- D. Finance - Jim Martin
- E. Administration - A. Stoner
- F. Publicity - Dick Parry
- G. Outreach/Political Campaign - Ellen Martin
- H. Administration's Liaison - Ellen Martin

III. New Business

- A. Use of the A. Stoner's report

Agenda for the
Friends of Agricultural Research - Beltsville, Inc.
Board of Directors Meeting
Beltsville Agricultural Research Center
Room 238, Bldg 003
Beltsville, Maryland
Tuesday, June 10, 2014 – Noon

I. Introductions

- A. Call to Order and Introduction of Guests – James Anderson
- B. Beltsville Area Office update – Ellen Harris, Director BARC
- C. Beltsville Area Diversity Taskforce – Verneta Gaskens

II. Old Business and Committee Reports

- A. Secretary's report – Allan Stoner
- B. Treasurer's report – Dick Parry
- C. Community Outreach – Jim Butcher for the Beltsville Academy
- D. Alliance – Jim Butcher
- E. Membership - Al Stoner
- F. Publicity – Hank Becker
- G. Combined Federal Campaign – Lew Smith
- H. Administrator's Liaison – Dave Chitwood

III. New Business

- A. Use of the Aileen Lee's bequest

Minutes – June 10, 2014 FAR-B Board of Directors Meeting

Attendees – Jim Anderson, Jim Butcher, Essex Finney, Verneta Gaskins, Ellen Harris, Richard Parry, Phyllis Martin, Lew Smith, Norberta Schoene, Allan Stoner, Dick Zimmerman

Jim Anderson called the meeting to order.

Beltsville Area update – Ellen Harris, BARC Director, reported that the new ARS Area structure had been approved by the Secretary of Agriculture. She also reported that the BARC Animal Genomics and Improvement Laboratory and the Animal Improvement Programs Laboratory had been merged and that there are now 18 Laboratories at BARC. BHNRC has 6 Laboratories. Ellen discussed and responded to questions relative to the status and future of ARS and BARC.

Area Diversity Taskforce – Verneta Gaskins reported that 32 college students from Hispanic Serving Institutions will be working in Beltsville Laboratories during the upcoming summer. The students will be paid from a NIFA grant, thus there will be no cost to Beltsville. Verneta indicated that plans are being made to make the Discovery Garden handicap accessible. A contractor has indicated a willingness to donate the labor and materials for the project, but questions have been raised about possible ethical issues.

Secretary's Report - The minutes of the May Board meeting and the May 14 Annual Meeting were approved.

Treasurer's Report – Dick Parry distributed a report that detailed FAR-B's May banking and investment activities.

Alliance - Jim Butcher reported that efforts are continuing to develop a workshop to address watershed management issues. It is anticipated that the workshop will be held in the fall.

Membership – A notice was included with the recent newsletter to those who were delinquent in their dues.

Publicity – Hank Becker reported that the June newsletter had been mailed.

New Business – A brief discussion was held on establishing a procedure to be used by employees to apply for training for the Aileen Lee Support Staff Award. Jim Butcher distributed an initial draft of an application form.

Agenda for the
Friends of Agricultural Research - Beltsville, Inc.
Board of Directors Meeting
Beltsville Agricultural Research Center
Room 238, Bldg 003
Beltsville, Maryland
Tuesday, September 9, 2014 – Noon

I. Introductions

- A. Call to Order and Introduction of Guests – James Anderson
- B. Beltsville Area Office update – Allison Yates, Associate Director, BA
- C. Beltsville Area Diversity Taskforce – Verneta Gaskens

II. Old Business and Committee Reports

- A. Secretary's report – Allan Stoner
- B. Treasurer's report – Dick Parry
- C. Community Outreach – Jim Butcher for the Beltsville Academy
- D. Alliance – Jim Butcher
- E. Membership - Al Stoner
- F. Publicity – Hank Becker
- G. Combined Federal Campaign – Lew Smith
- H. Administrator's Liaison – Dave Chitwood

III. New Business

- A. Use of the Aileen Lee's bequest –
- B. Update web site – please review the web site and let's see what needs to be changed.

Minutes – September 9, 2014 FAR-B Board of Directors Meeting

Attendees – Jim Anderson, Hank Becker, Jim Butcher, David Chitwood, Verneta Gaskins, Ellen Harris, Richard Parry, Phyllis Martin, Darwin Murrell, Lew Smith, Allan Stoner, Allison Yates, Dick Zimmerman

Jim Anderson called the meeting to order.

Beltsville Area update – Allison Yates discussed the numerous changes that have occurred recently in ARS and the Beltsville Area. Joe Spence retired as Beltsville Area Director August 22 and Dan Upchurch reported as his replacement August 25. Dan then decided to retire September 3 and Dariusz Swietlik was subsequently named Acting Area Director. Colien Hefferan retired as Director of the National Arboretum at the end of August and Robert Olsen is serving as the Acting Director. Jim Harnly is continuing to serve as the Acting Director of the BHNRC. Planning sessions have been held to prepare for the October 1 merger of the Beltsville and Northeast Areas to form the Northeast Area.

Some Beltsville programs received new funds as part of the final FY 15 budget, thus a number of agreements and contracts are being developed. The Beltsville Area recently added 28 non-SY positions to its vacancy list, making a total of 90 non-SY positions to be recruited by the OPM. Another 16 SY positions have not been filled, 10 of which are a result of the recent addition of funds to 4 Laboratories

The Foundation for Food and Agricultural Research, created by the most recent Farm Bill, will hold its first meeting at Beltsville in late October. The Foundation is intended to complement existing Federal and Federally-funded agricultural science research endeavors and accelerate solutions to the challenges to American agriculture.

Area Diversity Taskforce – Verneta Gaskins reported that 31 college students from Hispanic Serving Institutions worked in Beltsville Laboratories during the summer. The students were paid from a NIFA grant, thus there was no cost to Beltsville. The Taskforce will sponsor a Hispanic Heritage celebration September 17.

Secretary's Report - The minutes of the June Board meeting were approved.

Treasurer's Report – Dick Parry distributed a report that detailed FAR-B's August banking and investment activities.

Community Outreach – Jim Butcher reported that the Maryland Agricultural Education Foundation Mobile Science Laboratory will be at the Beltsville Academy in October, but the specific week has not been determined. As in previous years, the cost will be split between FAR-B, the Academy, and their PTA.

Alliance – Jim Butcher reported that planning for a workshop on research relevant to stormwater issues is apparently on hold. Jim also reported that he had recently been made aware that federal installations will not be exempt from the pending stormwater fees

CFC – Lew Smith reported that FAR-B has been approved for inclusion in the next CFC cycle.

New Business –A discussion was held on procedures to be used to apply for the Aileen Lee Support Staff Award. Jim Butcher distributed a draft of an explanation of the award and an application form. Darwin Murrell made a motion that “FAR-B will provide up to \$5,000 annually for training of one research support employee selected by the BARC or BHNRC Director and the NEA Director”. The motion was seconded and passed.

Jim Anderson asked that the Board Members review the FAR-B web site and make suggestions for changing or updating it.

Agenda for the
Friends of Agricultural Research - Beltsville, Inc.
Board of Directors Meeting
Beltsville Agricultural Research Center
Room 238, Bldg 003
Beltsville, Maryland
Tuesday, October 14, 2014 – Noon

I. Introductions

- A. Call to Order and Introduction of Guests – James Anderson
- B. Beltsville Area Office update – Dariusz Swietlik, Director, BA
- C. Beltsville Area Diversity Taskforce – Verneta Gaskens

II. Old Business and Committee Reports

- A. Secretary's report – Allan Stoner
- B. Treasurer's report – Dick Parry
- C. Community Outreach – Jim Butcher for the Beltsville Academy
- D. Alliance – Jim Butcher
- E. Membership - Al Stoner
- F. Publicity – Hank Becker
- G. Combined Federal Campaign – Lew Smith
- H. Administrator's Liaison – Dave Chitwood

III. New Business

- A. Use of the Aileen Lee's bequest –
- B. Update web site – please review the web site and lets see what needs to be changed.

Minutes – October 14, 2014 FAR-B Board of Directors Meeting

Attendees – Jim Anderson, Hank Becker, Jim Butcher, David Chitwood, Richard Parry, Phyllis Martin, Jim Poulos, Lew Smith, Allan Stoner, Dariusz Swietlik, and Dick Zimmerman

Jim Anderson called the meeting to order.

Beltsville update – Dariusz Swielik, (Northeast Area Director) introduced himself and briefly described his background. He indicated details associated with the merger of the former Beltsville and North Atlantic Areas are being worked out. He said that some of the support personnel in the former North Atlantic Area Office remain at Wyndmoor, but that will be resolved by January 1, 2015.

Dariusz reported that Allison Yates has announced her retirement as Associate Area Director effective October 29 and that Charles Onwulata is a new Associate Area Director. (During a subsequent break, Charles was able to meet the Board Members).

Dariusz indicated that he is in what he expects will be the final stages of negotiation with a candidate for the BHNRC Director. He also stated that he hopes to advertise for a Director of the National Arboretum soon. He said he is hopeful that the Arboretum will soon be able to return to its former seven day a week schedule for visitors.

Dariusz discussed the recent and future funding of ARS. He reported that ARS remains under a continuing resolution, but that all sequestered funds had come back to the agency. However, the funds were not distributed back to the labs and projects equally. Projects considered the most promising got new funds and others received lesser amounts or none. Dariusz stated that ARS had lost \$168 million in recent years and that the prospects for future funding remain uncertain. He indicated that there may be a sequestration of funds again next year, but that he is optimistic +-about the future of Beltsville and sees an important role for FAR-B.

The Foundation for Food and Agricultural Research has delayed its scheduled October visit to Beltsville. Jim Anderson indicated to Dariusz that FAR-B will be willing to assist with refreshments, lunches or perhaps in other ways when the visit is rescheduled.

Jim Poulos reported that the ARS/University of Maryland Symposium on Organic, Sustainable Farming will be held November 13 at the National Agricultural Library. Jim also reported that within the next year, the American Chemical Society plans to present an award to Beltsville for the discovery of Phytochrome.

Secretary's Report - The minutes of the September Board meeting were approved.

Treasurer's Report – Dick Parry distributed a report that detailed FAR-B's September banking and investment activities.

Community Outreach – Jim Butcher reported that the Maryland Agricultural Education Foundation Mobile Science Laboratory will be at the Beltsville Academy October 27 – 30. Jim reported that David Chitwood had identified 7 Beltsville employees who had expressed interest in helping with the Mobile Lab.

Alliance – A discussion was held regarding a response to the editorial “Building Agricultural Research” that appeared in the October 3 issue of Science. It was agreed that the response should be positive, but point out the editorial’s omission of any reference to in-house funding. The discussion centered on the points the response should address, who should write and sign it, and the importance of a timely response. Jim Anderson agreed to discuss these issues with Darwin Murrell and Essex Finney.

CFC – Lew Smith confirmed that FAR-B has been approved for inclusion in the next CFC cycle.

New Business –

Jim Anderson again asked that the Board Members review the FAR-B web site and get specific suggestions for change or updating it to him.

1983
Ramon Jordan
will take care of Bldg
Chadler

Col Perry
Oregon

Jean Holden

Agenda for the
Friends of Agricultural Research - Beltsville, Inc.
Board of Directors Meeting
Beltsville Agricultural Research Center
Room 20 (Basement conference room), Bldg 003
Beltsville, Maryland

Henry Wallace

Monday, November 10, 2014 - Noon

750 student
diversity goals

Hispanic - 29 students into Beltsville - NIFA

Special English - Water Amer.

Gardens - 1022 visit - 5+6 @ the 2+3 grade level

I. Introductions

- A. Call to Order and Introduction of Guests - James Anderson
- B. Beltsville Office update - Dariusz Swietlik, Director, NEA
- C. Beltsville Diversity Taskforce - Verneta Gaskens

Ramon Jordan, Acting Assoc.
Can we get a list of things
accomplished so far in 2014 -
and on upcoming ones

II. Old Business and Committee Reports

- A. Secretary's report - Allan Stoner
- B. Treasurer's report - Dick Parry
- C. Community Outreach - Jim Butcher for the Beltsville Academy
- D. Alliance - Jim Butcher
- E. Membership - Al Stoner
- F. Publicity - Hank Becker
- G. Combined Federal Campaign - Lew Smith
- H. Administrator's Liaison - Dave Chitwood

50 or 60

III. New Business

Blue Bird

~~Candy~~

December meeting - do we want a luncheon? OK

Blog. = Nov 4.

Web site: Sent stuff to recorder

Eileen Lee - any programs? -

1. FY¹⁵ Performance Plan

Element 1 - USDA + ARS Strategic plan goals

2. BARC - Safety Assessment - ARS initiative

Big safety - Next week - 8 hr of training

safety & health standard - Dec 25

Environmental * hazardous waste - need 4 hr of training

3 Position

B.H.W. - Mid January

PhD + M.D. Optics

National
Search

Arboretum - active
2 details

Richard Olson

Margaret Robler

Should have SES position taken for

GS-15

BARC - Associate position =

3 SG - pos. t

2-BY, Hartgen - Soil quality Lab

1 - Annual Bated lab.

Minutes – November 10, 2014 FAR-B Board of Directors Meeting

Attendees – Jim Anderson, Hank Becker, Jim Butcher, David Chitwood, Essex Finney, Verneta Gaskins, Wiz Horner, Ramon Jordan, Richard Parry, Phyllis Martin, Norberta Schoene, Lew Smith, Allan Stoner, and Dick Zimmerman

Jim Anderson called the meeting to order.

Beltsville update: Ramon Jordan, recently appointed as acting Associate Area Director, introduced himself and briefly discussed his background. Ramon indicated that he is currently primarily responsible for working with management units from the former Beltsville Area and that Charles Onwulata is primarily responsible for working with former North Atlantic Area management units.

Ramon indicated that the Area Office was currently involved in putting in place 2015 employee performance plans. A new template is being used that aligns performance plans with the ARS and USDA strategic plans.

Ramon reported that all BARC laboratories (not including BHNRC and the USNA), will be undergoing a 3 day safety assessment (Nov 18-20). He emphasized that this is part of an ARS wide Safety and Health Sweep and that nothing specific triggered it.

High profile vacancies within the Northeast Area include the Director of the BHNRC, Director of the National Arboretum, the Associate Director of BARC, and three BARC SY positions. The Area office expects that the BHNRC position will be filled very soon and anticipates that the USNA and BARC vacancies will be announced soon.

Biodiversity Taskforce – Verneta Gaskins reported that the taskforce is now known as the NEA Diversity taskforce. She indicated that members of the former Beltsville Area Taskforce are trying to figure out how to mesh their activities with those of the former North Atlantic Area Taskforce. She indicated that the former Beltsville Area group plans to continue with most, if not all, of their former projects. Verneta reported that the Student Discovery Garden had nearly 750 visitors this year.

Secretary's Report - The minutes of the October Board meeting were approved.

Treasurer's Report – Dick Parry distributed a report that detailed FAR-B's October banking and investment activities.

Community Outreach – Jim Butcher reported that the October 27-30 Maryland Agricultural Education Foundation Mobile Science Laboratory visit to the Beltsville Academy was successful, although somewhat challenged, because the program had to be compressed from 5 to 4 days because of school testing. Jim reported that 8 Beltsville employees that David Chitwood had recruited assisted with the program. Jan Suszkiw, Public Affairs Specialist with the ARS

Information Office is writing a story on the activity that will be included in an outreach report that goes to the Undersecretary of Agriculture.

Alliance – Although not an activity of the Alliance per se, Jim Butcher reported that he, Darwin Murrell, Essex Finney and Jim Anderson had prepared and submitted a letter to the editor of Science in response to the editorial “Building Agricultural Research” that appeared in the October 3 issue of Science. They attempted to be positive, but point out the editorial’s omission of any reference to in-house funding.

Membership – Allan Stoner suggested that sufficient copies of the next FAR-B Newsletter be printed so that all Beltsville RL’s and others, including employees at the Carver Center, could be given copies in an effort to educate them about FAR-B’s activities. The members of the Board agreed that this would be useful.

CFC – Lew Smith confirmed that FAR-B has been approved for inclusion in the next CFC cycle.

Agenda for the
Friends of Agricultural Research - Beltsville, Inc.
Board of Directors Meeting
Beltsville Agricultural Research Center
Room 238, Bldg 003
Beltsville, Maryland
Tuesday, December 9, 2014 – Noon

- I. Holiday Potluck Luncheon: JDA will supply cold cuts, rolls, condiments, napkins, paper plates, plastic 'silver', and cups. We can use some soft drinks, chips, side dish, fruit, cookies, etc.**

II. Introductions

- A. Call to Order and Introduction of Guests – James Anderson
- B. Beltsville Office update – Dariusz Swietlik, Director, NEA
- C. Beltsville Diversity Taskforce – Verneta Gaskens

II. Old Business and Committee Reports

- A. Secretary's report – Allan Stoner
- B. Treasurer's report – Dick Parry
- C. Community Outreach – Jim Butcher for the Beltsville Academy
- D. Alliance – Jim Butcher
- E. Membership - Al Stoner
- F. Publicity – Hank Becker
- G. Combined Federal Campaign – Lew Smith
- H. Administrator's Liaison – Dave Chitwood

III. New Business

- A. Combined Federal Campaign. Lew received the following from CFC and he needs some help in completing this information: [http://cfcncnca.org/sites/cfcncnca.org/files/CFC Memo 2014-06 Adjacent and Statewide Presence \(3\).pdf](http://cfcncnca.org/sites/cfcncnca.org/files/CFC%20Memo%202014-06%20Adjacent%20and%20Statewide%20Presence%20(3).pdf)
- B. New Budget for 2015. Please look at old budget and see if changes need to be made.
- C. Letter to Science – Darwin
- D. Aileen Lee Award - any progress? What is needed to move this along?

Minutes – December 9, 2014 FAR-B Board of Directors Meeting

Attendees – Jim Anderson, Hank Becker, Jim Butcher, David Chitwood, Ramon Jordan, Richard Parry, Phyllis Martin, Darwin Murrell, Charles Onwulata, Margaret Pooler, Jim Poulos, Norberta Schoene, Lew Smith, Allan Stoner, Dariusz Swietlik and Dick Zimmerman

Jim Anderson called the meeting to order.

Beltsville update: Area Director Dariusz Swietlik reported that annual employee performance evaluations had been completed and that 2015 performance plans are in place. He indicated that Beltsville and other ARS locations are experiencing a renewed emphasis on safety and health. The White House has ordered all ARS locations to report the presence or absence of select agents and ARS has required that BARC and other locations undergo a comprehensive inspection for the presence of hazardous materials.

Dariusz indicated that he is scheduled to meet with the ARS Administrator on Friday to review the Area's (former Beltsville and North Atlantic Areas) activities the past year.

In response to a question, Dariusz indicated that Beltsville had received some scientists and support personnel from the 10 Laboratories that ARS had closed during the last three years. Five ARS Laboratories are currently on a closure list. He also indicated that the Beltsville Food Safety Laboratory is still marked for redirection.

While Dariusz was still present, Lew Smith expressed concern that the CFC is planning to enforce its requirement that participating organizations have a dedicated room and telephone for CFC activities. Dariusz volunteered the use of his office and telephone to meet the requirement.

Secretary's Report - The minutes of the November Board meeting were approved.

Treasurer's Report – Dick Parry distributed a report that detailed FAR-B's November banking and investment activities. Following approval of the November Treasurers' report, Dick distributed a draft budget for 2015. The proposed budget essentially mirrored the 2014 budget. Following a discussion, a motion was made to accept the budget as presented and it was seconded and passed.

Community Outreach – Jim Butcher reported that the Beltsville Academy's Annual Science Fair is scheduled for Feb 3 and 4 and that they are looking for judges.

Alliance – Darwin Murrell reported that Science will not publish the letter that he, Jim Butcher, Essex Finney and Jim Anderson had submitted to the editor in response to the editorial "Building Agricultural Research" that appeared in the October 3 issue of Science. He did indicate that it would be possible to submit a response or comment to the editorial for possible publication.

Publicity – Hank Becker indicated that the next FAR-B newsletter will be published the end of January.

CFC –Lew Smith indicated that he would not prepare the FAR-B application for the next CFC cycle.

Old Business – Ramon Jordan and Charles Onwulata, Associate Area Directors indicated that they would review the application that Jim Butcher had prepared for the Aileen Lee – FAR-B Support Staff Award and make suggestions for its implementation.

Agenda for the
Friends of Agricultural Research - Beltsville, Inc.
Board of Directors Meeting
Beltsville Agricultural Research Center
Room 238, Bldg 003
Beltsville, Maryland
Tuesday, January 13, 2015 – Noon

I. Introductions

- A. Call to Order and Introduction of Guests – James Anderson
- B. Beltsville Office update – Dariusz Swietlik, Director, NEA
- C. Aileen Lee Award Update– Charles Onwulata
- D. Beltsville Diversity Taskforce – Verneta Gaskens

II. Old Business and Committee Reports

- A. Secretary's report – Allan Stoner
- B. Treasurer's report – Dick Parry
- C. Community Outreach – Jim Butcher for the Beltsville Academy
- D. Membership - Al Stoner
- E. Publicity – Hank Becker
- F. Combined Federal Campaign – Lew Smith
- G. Administrator's Liaison – Dave Chitwood

III. New Business

- A. Science Fairs
- B. Web site

Minutes – January 13, 2015 FAR-B Board of Directors Meeting

Attendees – Jim Anderson, Jim Butcher, Essex Finney, Verneta Gaskins, David Kuykendall, Richard Parry, Phyllis Martin, Darwin Murrell, Charles Onwulata Allan Stoner, Dariusz Swietlik and Dick Zimmerman

Jim Anderson called the meeting to order.

Beltsville update - Dariusz Swietlik announced that Michael (Mickey) McGuire, Associate Director of the Plains Area has been detailed to serve as acting Associate Area Director, Northeast Area, effective in late January until July 17. Dariusz also announced that Dr. Naomi Fukagawa has been appointed as Director of the Beltsville Human Nutrition Research Center, effective April 5, 2015. Dr. Fukagawa is currently a Professor of Medicine and Acting Director, Gerontology Unit, Department of Medicine, University of Vermont. Dariusz indicated that the vacancy announcement for the Assistant Director of BARC is “on the street” and the announcement for the Director of the National Arboretum is scheduled to close February 2.

ARS locations are awaiting the 2015 budget allocations. Overall ARS received a \$2 million increase. Dariusz indicated that the Agency is reallocating R & M funds and Beltsville stands to lose \$1.8 million. A discussion ensued on the history of the Beltsville modernization or Renaissance funds. Dariusz indicated that the President’s 2016 budget will be released in early February.

A discussion was held on the scheduling of a symposium in 2015 during which the American Chemical Society will recognize the Beltsville Center as a National Historic Chemical Landmark for its role in the discovery and isolation of phytochrome.

Diversity Taskforce – Verneta Gaskins indicated that 2014 was a very successful year for the Taskforce. The popularity of the Student Garden continued to grow and the Taskforce sponsored many successful special emphasis programs. The next special emphasis program - a Black Heritage History Celebration - is scheduled for February 18.

Secretary’s Report - The minutes of the December Board meeting were approved.

Treasurer’s Report – Dick Parry distributed a report that detailed FAR-B’s December banking and investment activities.

Old Business – Phyllis Martin and Charles Onwulata indicated that they had met prior to the Board meeting to discuss the implementation of the Aileen Lee – FAR-B Support Staff Award. They suggested that in order to make it more receptive to Laboratories to support training for their personnel, the Laboratories should pay for the training and the FAR-B (Lee) funds should be used to pay for temporary employees to fill in for those receiving training. The Board agreed, but emphasized that it must be made clear that FAR-B is the source of the funds for the temporary support. Charles will prepare a one page summary or roadmap for implementation of the award.

It was agreed that FAR-B will provide judges and prizes for the 2015 Montgomery and Prince Georges County Middle School Science Fairs.

The discussion, initiated in previous Board meetings, relative to clearly defining and articulating FAR-B's role with the recent merger of the North Atlantic and Beltsville Areas continued.

Beltsville Agricultural Research Center
Room 218
Beltsville, Maryland
Tuesday, February 24, 2015 - 7:00 PM

I. Introduction

- A. Call to Order and Invocation of Guests - Karen Anderson
- B. Beltsville Office Update - Virginia Sweeney, Director, 2015
- C. Beltsville Divisional Initiatives - Virginia Sweeney

II. Old Business and Committee Reports

- A. Secretary's report - Alissa Sauer
- B. Treasurer's report - Dina Perry
- C. Community Outreach - The Boarder for the Beltsville Area
- D. Membership - Alissa Sauer
- E. Affairs Liaison - Paylla Hinton
- F. Publicity - Hank Becker
- G. Continued Federal Campaign - Lisa Smith
- H. Administrator's Liaison - Dave Chiswell

III. New Business

- A. New FAR-B Board

Agenda
Friends of Agricultural Research - Beltsville, Inc.
Board of Directors Meeting
 Beltsville Agricultural Research Center
 Room 238, Bldg 003
 Beltsville, Maryland
Tuesday, February 10, 2015 – Noon

I. Introductions

- A. Call to Order and Introduction of Guests – James Anderson
- B. Beltsville Office update – Dariusz Swietlik, Director, NEA
- C. Beltsville Diversity Taskforce – Verneta Gaskens

II. Old Business and Committee Reports

- A. Secretary's report – Allan Stoner
- B. Treasurer's report – Dick Parry
- C. Community Outreach – Jim Butcher for the Beltsville Academy
- D. Membership - Al Stoner
- E. Aileen Lee Award – Phyllis Martin
- F. Publicity – Hank Becker
- G. Combined Federal Campaign – Lew Smith
- H. Administrator's Liaison – Dave Chitwood

III. New Business

- A. New FAR-B Brochure

It is a common mistake to think that the
the only way to get a good education is to
study hard and long hours. In fact, the
best way to get a good education is to
study hard and long hours, but also to
enjoy the learning process.

Learning Process

The learning process is a continuous one. It
starts with the acquisition of knowledge and
ends with the application of that knowledge.

It is a process that involves both the mind and the body.

1. The first step in the learning process is to identify the learning objectives.
2. The second step is to select the appropriate learning materials.
3. The third step is to engage in the learning activities.
4. The fourth step is to evaluate the learning outcomes.
5. The fifth step is to reflect on the learning experience.
6. The sixth step is to apply the learning outcomes.

Learning Outcomes

The learning outcomes are the results of the learning process.

Minutes – February 10, 2015 FAR-B Board of Directors Meeting

Attendees – Jim Anderson, Hank Becker, Jim Butcher, David Chitwood, Essex Finney, Verneta Gaskins, Wiz Horner, David Kuykendall, Phyllis Martin, Michael McGuire, Charles Onwulata, Norberta Schoene, Lew Smith, and Dick Zimmerman

Jim Anderson called the meeting to order.

Beltsville update: Charles Onwulata representing the Area Office introduced Michael McGuire, who is detailed from the Plains Area to serve as an acting Associate Director of the Northeast Area for the next six months. Charles discussed the President's proposed 2016 ARS budget. The budget includes a \$200 million increase for ARS, which if passed, would give ARS about \$1.3 billion. In the proposed budget, Beltsville would get an increase of \$6,360,562 and reductions of \$4,881,072 for a net increase of \$1,479,490. There are proposed reductions/redirections for the Sustainable Agricultural Systems; Crop Systems and Global Change; Animal Improvement Programs; Animal Biosciences and Biotechnology; Molecular Plant Pathology; Sustainable Perennial Crops; Food Quality; Diet, Genomics and Immunology; and Food Composition and Methods Development Laboratories.

Biodiversity Taskforce – Verneta Gaskins reported that a Black History Month program is scheduled for February 18. Verneta also reported that NIFA is planning to again support 50 Hispanic students to work in NE Area laboratories during the upcoming summer. A meeting is scheduled for March 11 to identify potential mentors. The Discovery Garden continues to gain interest among local schools. The Berwyn Heights Elementary School wants to bring the entire student body and the Beltsville Academy wants to bring all pre-K through 3rd graders to the Garden.

Secretary's Report - The minutes of the January Board meeting were approved.

Treasurer's Report – In Dick Parry's absence, Dick Zimmerman distributed a report that detailed FAR-B's January banking and investment activities.

Community Outreach – Jim Butcher and Phyllis Martin discussed the MAEF trailer and the upcoming Beltsville Academy Science Fair. Phyllis indicated that the school and the participating students need a great deal of help with the Science Fair.

Publicity – Hank Becker reported that the January Newsletter had been printed and that Jim Anderson and Dick Zimmerman mailed them to the FAR-B membership. David Chitwood will deliver the extra copies to the Beltsville Laboratories as discussed in previous meetings.

Aileen Lee Award – Phyllis Martin and Charles Onwulata reported that progress is being made in implementing the Aileen Lee Award. A meeting will be held later in February to try to develop programs on Transitioning to Administrative Officer, Program, or Management Analyst Positions.

CFC – Lew Smith reported that FAR-B’s application appears to be on track for the next CFC cycle.

Old Business – Norberta Schoene indicated that she will be attending a scientific meeting that Dr. Fukagawa, the new Director of the BHNRC, will also be attending and that she will discuss with her speaking at the upcoming FAR-B Annual Meeting.

New Business – The revision of the FAR-B brochure was discussed. Jim Anderson asked all members to review the old brochure and make certain the names are accurate. Norberta Schoene volunteered to get a picture from the BHNRC to include in the brochure.

Darwin indicated that he plans to attend a conference in connection with the Administration's Office and the American Chemical Society in developing a program at which the Institute Center will be recognized by the state government as a National Historic Chemical Landmark for its groundbreaking research that led to the discovery of Phencyclidine. Darwin said that he was thinking of an October/November 2018 date and that he hoped that a program could be developed that would attract some of the top national leaders.

Darwin reported that the National Acute Toxicity Leaders would meet April 30-31 in Belleville. He also indicated that a selection had been made in all the vacant Belleville government positions, but he has not received a list of candidates for the National Administration Director's position. Simon Liu, previously Director of the National Agricultural Library, has been named as Assistant Director of AFS, the position previously held by Carol Rasmussen.

Upcoming Initiatives – Vernon Drake reported that on March 11 date will be a conference on Thursday involving the State of the Task force and representatives from the other five Pacific Area locations. Vernon also indicated that the Taskforce has been in contact with numerous individuals and groups, including local schools interested in starting the Student Council, a grade school Adventure in Science that will visit Belleville in April, and the Director of Philanthropic Activities at the nearby Edwardsville Senior Living Community.

Secretary's Report – The minutes of the February Board meeting were approved.

Treasurer's Report – Dick Perry distributed a report that detailed FAR-B's February's budget and investment activities.

Community Outreach – Jim Butcher reported that an AFS day is scheduled to be released today on last October's Mobile Science Laboratory visit to the Belleville Academy.

Publicity – A discussion was held on how Board members could help track media publicity projects, articles on Belleville research or other activities for inclusion in future FAR-B newsletter.

Allen Lee Award – Phyllis Smith distributed copies of the form that she and Charles Greenblatt had developed to evaluate the impact of the Allen Lee - FAR-B Support Staff Award and inform

Minutes – March 10, 2015 FAR-B Board of Directors Meeting

Attendees – Hank Becker, Jim Butcher, David Chitwood, Essex Finney, Verneta Gaskins, Wiz Horner (conference call), Phyllis Martin, Darwin Murrell,, Charles Onwulata, Dick Parry, Norberta Schoene, Lew Smith, Allan Stoner, Dariusz Swietlik and Dick Zimmerman

Darwin Murrell called the meeting to order.

Beltsville update: Dariusz Swietlik reported that 16 staff members from the Office of the Secretary were touring the Beltsville campus while we were meeting.

Dariusz indicated that he plans to establish a committee to coordinate with the Administrator's Office and the American Chemical Society to develop a program at which the Beltsville Center will be recognized by the latter organization as a National Historic Chemical Landmark for its groundbreaking research that led to the discovery of Phytochrome. Dariusz said that he was thinking of an October-November 2015 time and that he hoped that a program could be developed that would attract scientific and political leaders.

Dariusz reported that the Northeast Area Research Leaders would meet April 20-22 in Beltsville. He also indicated that a selection had been made to fill the vacant Beltsville veterinarian position, but he has not received a list of candidates for the National Arboretum Director's position. Simon Liu, previously Director of the National Agricultural Library, has been named as Associate Director of ARS, the position previously held by Caird Rexroad.

Biodiversity Taskforce – Verneta Gaskins reported that on March 11 there will be a conference on Biodiversity involving the Beltsville Taskforce and representatives from the other Northeast Area locations. Verneta also indicated that the Taskforce has been in contact with numerous individuals and groups, including local schools interested in visiting the Student Garden, a group named Adventures in Science that will visit Beltsville in April, and the Director of Philanthropic Activities at the nearby Riderwood Senior Living Community.

Secretary's Report - The minutes of the February Board meeting were approved.

Treasurer's Report – Dick Parry distributed a report that detailed FAR-B's February's banking and investment activities.

Community Outreach – Jim Butcher reported that an ARS blog is scheduled to be released today on last October's Mobile Science Laboratory visit to the Beltsville Academy.

Publicity – A discussion was held on how Board members could help Hank Becker identify possible articles on Beltsville research or other activities for inclusion in future FAR-B newsletter.

Aileen Lee Award – Phyllis Martin distributed copies of the form that she and Charles Onwulata had developed to describe the history of the Aileen Lee - FAR-B Support Staff Award and inform

interested personnel how to apply. Phyllis indicated that later in the week she planned to attend a meeting of Beltsville office professionals and discuss the award. She said she was hopeful that this would stimulate some applications and the first award could be presented at the upcoming annual meeting.

Old Business – Norberta Schoene indicated that she will be attending a scientific meeting that Dr. Fukagawa, the new Director of the BHNRC, will also be attending and that she will discuss with her speaking at the upcoming FAR-B Annual Meeting. It was agreed that if Dr. Fukagawa was not available, Dr. Steve Shafer of the ARS National Program Staff would be a second choice as a speaker. Darwin discussed the election of officers at the annual meeting. Allan Stoner will be nominated as President and a Secretary nominee will have to be determined. Dick Parry will continue to serve as Treasurer.

Jim Butcher reported that he and Essex Finney had met to discuss preparation of FAR-B's congressional testimony that is due 3/23 and 3/27 to the House and Senate Appropriation Sub-Committees respectively.

**Agenda for the
Friends of Agricultural Research - Beltsville, Inc.
Board of Directors Meeting**

Beltsville Agricultural Research Center

Room 238, Bldg. 003

Beltsville, Maryland

Tuesday, April 14, 2015 - Noon

I. Introduction

- A.** Call to Order and Introduction of Guests - James Anderson
- B.** Beltsville Office Update - Dariusz Swietlik, Director, NEA
- C.** Beltsville Diversity Task Force - Verneta Gaskins

II. Old Business and Committee Reports

- A.** Secretary's Report - Allan Stoner
- B.** Treasurer's Report - Dick Parry
- C.** Community Outreach - Jim Butcher
- D.** Aileen Lee Award - Phyllis Martin
- E.** Membership - Al Stoner
- F.** Combined Federal Campaign - Lew Smith
- G.** Administrator's Liaison - Dave Chitwood

III. New Business

- A.** Bylaw changes - Darwin Murrell
- B.** Annual Meeting
- C.** Election of President and Secretary - Darwin Murrell

Minutes – April 14, 2015 FAR-B Board of Directors Meeting

Attendees – Jim Anderson, Hank Becker, Jim Butcher, Essex Finney, Verneta Gaskins, Jay Green, Wiz Horner (conference call), Dave Kuykendall, Phyllis Martin, Mickey McGuire, Darwin Murrell,, Charles Onwulata, Dick Parry, Norberta Schoene, Lew Smith, Allan Stoner, Dariusz Swietlik and Dick Zimmerman

Jim Anderson called the meeting to order.

Beltsville update - Dariusz Swietlik reported that he would be meeting with the Northeast Area Research Leaders and Center Directors the following week. He also indicated that Dr. Fukagawa is on duty as the new Director of the BHNRC. Dariusz reported that the BHNRC and the NIH have finalized creation of a John Milner Fellowship to honor the late Director of the BHNRC. \$150,000 will be available annually to fund two fellows per year. The first fellow is on board. ARS will manage the program.

Dariusz reported that a new Director of the U.S. National Arboretum has been selected. He also reported that in May the Arboretum will revert back to its original public visiting hours. The Friends of the National Arboretum made a \$280,000 donation to help cover the operating costs of the expanded hours

Biodiversity Taskforce – Verneta Gaskins reported that plans are being made for the arrival of approximately 35 summer interns from the Hispanic Serving Institutions the first week of June. She also reported on plans for upcoming Special Emphasis programs on Women's History and Asian Pacific Islanders and that the Student Discovery Garden is being prepared for a busy summer.

Secretary's Report - The minutes of the March Board meeting were approved.

Treasurer's Report – Dick Parry distributed a report that detailed FAR-B's March and year-to-date banking and investment activities.

Community Outreach – Jim Butcher reported that John Peter Thompson was following up with Senator Mikulski and Representative Hoyer concerning FAR-B's recent outside witness testimony for Beltsville. Jim also indicated that the Beltsville Academy is planning to schedule the Mobile Science Laboratory again during the 2015-2016 school year.

Aileen Lee Award – Phyllis Martin reported that she attended a meeting of Beltsville office professionals and discussed the Aileen Lee Award. However, to date, there have been no applicants.

CFC – Lew Smith indicated that the CFC now makes direct deposits of donated funds to participating agencies. Beltsville received \$6,964 in designated funds and \$391.24 in undesignated funds from the recently completed campaign. After expenses, the total to Beltsville

is \$6,703.84. A donation from Thomasina Rogers was for \$3,305.90. None of the Board members had any recollection of Ms. Rogers.

Old Business. The annual meeting will be held May 19. Darwin Murrell discussed the election of officers at the annual meeting. Allan Stoner will be nominated as President and a Secretary nominee is yet to be identified. Darwin indicated that he would serve as secretary on an interim basis. Darwin indicated that the FAR-B by-laws need to be amended to cover officer vacancies.

Jim Anderson reported that he had been working on revising the FAR-B brochure.

**Agenda for the
Friends of Agricultural Research - Beltsville, Inc.
Board of Directors Meeting**

Beltsville Agricultural Research Center
First Floor Conference Room, Bldg 005
Beltsville, Maryland
Tuesday, May 19, 2015 - 9:45

Introduction

Call to Order and Introduction of Guests - James Anderson

Old Business and Committee Reports

- A Secretary's Report - Allan Stoner
- B Treasurer's Report - Dick Parry
- C Community Outreach - Jim Butcher
- D Aileen Lee Award - Phyllis Martin
- E Membership - Al Stoner
- F Combined Federal Campaign - Lew Smith
- G Administrator's Liaison - Dave Chitwood

New Business

Minutes – May 19, 2015 FAR-B Board of Directors Meeting

Attendees – Jim Anderson, Hank Becker, Jim Butcher, David Chitwood, Essex Finney, Dave Kuykendall, Phyllis Martin, Dick Parry, Lew Smith, Allan Stoner, and Dick Zimmerman

Jim Anderson called the meeting to order at 9:45 for an abbreviated Board meeting prior to the annual membership meeting at 11:00.

Beltsville Update – The report was deferred until the annual membership meeting.

Secretary's Report - The minutes of the April Board meeting were approved.

Treasurer's Report – Dick Parry distributed a report that detailed FAR-B's April and year-to-date banking and investment activities. He also reported that he had filed the annual 990 EZ tax form.

Community Outreach – A discussion was held on whether the recent outside witness testimony to Congress should be included in the June newsletter. It was agreed that it should.

Aileen Lee Award – Phyllis Martin reported that there have been no applicants.

Jim Anderson reported that he was still in need of suitable photographs to include in the revised FAR-B brochure.

The meeting was adjourned at 10:35.

Agenda for the
Friends of Agricultural Research – Beltsville Inc.
Board of Directors Meeting Beltsville Agricultural Research Center
Room 238 Building 003
Beltsville Maryland
Tuesday June 9, 2015 12:00 Noon

Call to Order and Introductions – Allan Stoner

Old Business and Committee Reports

Secretary's Report – Allan Stoner

Treasurer's Report – Dick Parry

Community Outreach – Jim Butcher

Membership -

Aileen Lee Award – Phyllis Martin

Publicity – Hank Becker

Combined Federal Campaign – Lew Smith

Administrator's Liaison – Dave Chitwood

Revision of FAR-B Brochure - Jim Anderson

Poster Day – Dick Parry and Phyllis Martin

New Business:

Follow-up to Annual Meeting

FAR-B Board Meeting Minutes (June 9, 2015)

Attendees: Jim Anderson, Hank Becker, Jim Butcher, David Chitwood, Dave Kuykendall, Dick Parry, Dick Zimmerman, Lew Smith, Wiz Horner, Darwin Murrell, Allan Stoner. President Allan Stoner called the meeting to order at 12:00. The Agenda (attached below) was followed with several exceptions: Verneta Gaskins was not able to attend to present the Diversity Taskforce report; Phyllis Martin was unable to attend to report on the Aileen Lee Award; and Dariusz Sweitlik, Director, NEA, was represented by Charles Onwulata, Deputy Director of NEA.

1. Dr Onwulata announced the Area will be holding ARMP reviews, and a number of program reviews over the next several months. Recruitment backlogs continue to hamper filling critical positions. President Stoner recommended that the Directors of NEA review the support now given to BARC by FAR-B and identify any alternatives or additional assistance to NEA that FAR-B might consider.

Dr Onwulata suggested that applications for the Aileen Lee Award would be increased if the due date for applications was either extended or made a rolling date. THE BOARD CONSIDERED THIS AND VOTED TO APPROVE THE REMOVAL OF A SPECIFIC APPLICATION DATE FROM THE AWARD ANNOUNCEMENT AND LEAVE THIS OPEN.

Dr Onwulata agreed that Jim Anderson, representing FAR-B should be a member of the BARC committee planning the American Chemical Society's event to declare BARC and its phytochrome research a Historic Landmark.

Dick Parry, Treasurer, asked the Dr Onwulata to make a fund request as soon as convenient to FAR-B for the 2015 FAR-B Intern Support Program.

BOARD MEETING DISCUSSION HIGHLIGHTS:

Treasurer: The Board agreed, as in the past, to fund one BARC intern from the Klurfeld Fund. Income from handling BARC meeting activities will probably increase this year.

Publicity: Discussion on the FAR-B Newsletter focused on making the front page more attractive to readers, especially the scientists and staff at BARC. Several suggestions were made, and the Publicity Committee leader, Hank Becker will investigate options for increasing the scientific achievement content. The progress on the new FAR-Brochure was reported by Jim Anderson. The brochure is near completion, only needing some new graphics.

Poster day report: Four student awards were made.

NEW BUSINESS

President Stoner asked the Board to "brainstorm" a little on how FAR-B might serve as an instigator or catalyst to promote more interdisciplinary research among BARC labs. This also might increase FAR-B's visibility at BARC. This prompted considerable discussion and several interesting ideas emerged, which will receive more consideration when the Board convenes in September.

NOTE: A volunteer is sought to fill the vacant Secretary position. Contact Dr Stoner.

Attachment 1.

Noon, Room 238, Bldg 003

Call to Order and Introductions

FAR-B Board Meeting Minutes (June 9, 2015)

Attendees: Jim Anderson, Hank Becker, Jim Butcher, David Chitwood, Dave Kuykendall, Dick Parry, Dick Zimmerman, Lew Smith, Wiz Horner, Darwin Murrell, Allan Stoner.

President Allan Stoner called the meeting to order at 12:00. The Agenda (attached below) was followed with several exceptions: Verneta Gaskins was not able to attend to present the Diversity Taskforce report; Phyllis Martin was unable to attend to report on the Aileen Lee Award; and Dariusz Sweitlik, Director, NEA, was represented by Charles Onwulata, Deputy Director of NEA.

1. Dr Onwulata announced the Area will be holding ARMP reviews, and a number of program reviews over the next several months. Recruitment backlogs continue to hamper filling critical positions. President Stoner recommended that the Directors of NEA review the support now given to BARC by FAR-B and identify any alternatives or additional assistance to NEA that FAR-B might consider.

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discussion and several interesting ideas emerged, which will receive more consideration when the Board convenes in September.

NOTE: A volunteer is sought to fill the vacant Secretary position. Contact Dr Stoner.

Attachment 1.

Noon, Room 238, Bldg 003

Call to Order and Introductions

Beltsville Office update - Dariusz Sweitlik, Director, NEA

Beltsville Diversity Taskforce - Verneta Gaskins

Committee Reports @ Old Business:

Secretary's Report - Allan Stoner

Treasurer's Report - Dick Parry

Community Outreach - Jim Butcher

Membership

Aileen Lee Award - Phyllis Martin

Publicity - Hank Becker

Combined Federal Campaign - Lew Smith

Administrator's Liaison - David Chitwood

FAR-B Brochure - Jim Anderson

New Business:

Follow up to Annual Meeting

FAR-B Board Meeting Minutes (June 9, 2015)

Attendees: Jim Anderson, Hank Becker, Jim Butcher, David Chitwood, Dave Kuykendall, Dick Parry, Dick Zimmerman, Lew Smith, Wiz Horner, Darwin Murrell, Allan Stoner. President Allan Stoner called the meeting to order at 12:00. The Agenda (attached below) was followed with several exceptions: Verneta Gaskins was not able to attend to present the Diversity Taskforce report; Phyllis Martin was unable to attend to report on the Aileen Lee Award; and Dariusz Sweitlik, Director, NEA, was represented by Charles Onwulata, Deputy Director of NEA.

1. Dr Onwulata announced the Area will be holding ARMP reviews, and a number of program reviews over the next several months. Recruitment backlogs continue to hamper filling critical positions. President Stoner recommended that the Directors of NEA review the support now given to BARC by FAR-B and identify any alternatives or additional assistance to NEA that FAR-B might consider.

Dr Onwulata suggested that applications for the Aileen Lee Award would be increased if the due date for applications was either extended or made a rolling date. THE BOARD CONSIDERED THIS AND VOTED TO APPROVE THE REMOVAL OF A SPECIFIC APPLICATION DATE FROM THE AWARD ANNOUNCEMENT AND LEAVE THIS OPEN.

Dr Onwulata agreed that Jim Anderson, representing FAR-B should be a member of the BARC committee planning the American Chemical Society's event to declare BARC and its phytochrome research a Historic Landmark.

Dick Parry, Treasurer, asked the Dr Onwulata to make a fund request as soon as convenient to FAR-B for the 2015 FAR-B Intern Support Program.

BOARD MEETING DISCUSSION HIGHLIGHTS:

Treasurer: The Board agreed, as in the past, to fund one BARC intern from the Klurfeld Fund. Income from handling BARC meeting activities will probably increase this year.

Publicity: Discussion on the FAR-B Newsletter focused on making the front page more attractive to readers, especially the scientists and staff at BARC. Several suggestions were made, and the Publicity Committee leader, Hank Becker will investigate options for increasing the scientific achievement content. The progress on the new FAR-Brochure was reported by Jim Anderson. The brochure is near completion, only needing some new graphics.

Poster day report: Four student awards were made.

NEW BUSINESS

President Stoner asked the Board to "brainstorm" a little on how FAR-B might serve as an instigator or catalyst to promote more interdisciplinary research among BARC labs. This also might increase FAR-B's visibility at BARC. This prompted considerable discussion and several interesting ideas emerged, which will receive more consideration when the Board convenes in September.

NOTE: A volunteer is sought to fill the vacant Secretary position. Contact Dr Stoner.

Attachment 1.

Noon, Room 238, Bldg 003

Call to Order and Introductions

AGENDA

Friends of Agricultural Research – Beltsville, Inc.

Board of Directors Meeting

Beltsville Agricultural Research Center

Room 238, Building 003

Beltsville, Maryland

Tuesday, September 8, 2015 – Noon

1. **Call to Order and Introductions – Allan Stoner**
2. **Beltsville Office Update – Dariusz Swietlik, Director, NEA**
3. **Beltsville Diversity Taskforce – Verneta Gaskins**
4. **Secretary's Report**
5. **Treasurer's Report – Dick Parry**
6. **Community Outreach (Beltsville Academy)**
7. **Combined Federal Campaign – Lew Smith, Wiz Horner**
8. **Publicity – Hank Becker**
9. **Administrator's Liaison – David Chitwood**

Old Business

Aileen Lee Award

American Chemical Society Landmark Award/Symposium– Jim Anderson

FAR-B Web Site – Allan Stoner

FAR-B Brochure – Jim Anderson

New Business

FAR-B Signage

Minutes of the 9/08/15 Board Meeting

The Board was convened by President Allan Stoner. Wiz Horner in North Carolina joined by telephone/speaker.

The BARC Center Director, the NEA Director, and the Representative of the Beltsville Diversity Task Force were not able to attend..

COMMITTEE REPORTS

Treasure's Report: Current financial status is good. The final expenditure for the BARC intern program was \$18,400. Income from Workshops at BARC has greatly exceeded the budget expectations.

Community Outreach Report: The event built around the Global Science Lab at the Beltsville Academy is scheduled for November 30.

CFC Report: FAR-B is formally listed in the CFC catalog. However, in spite of efforts by Wiz Horner and Lew Smith, the change in Contact designation from the latter to the former has so far been unsuccessful; efforts to accomplish this will continue.

OLD BUSINESS

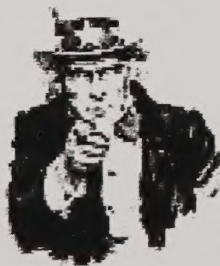
Aileen Lee Award. Two applications were received, but the forms were not correct and the information needed to make a decision by the Board was lacking. Phyllis Martin, FAR-B lead for establishing the Award will discuss with BARC representatives and ask them to resubmit the applications with the needed information.

American Chemical Society recognition of the phytochrome discovery at BARC is scheduled for 21 OCT with a morning awards ceremony in the BARC Auditorium and an afternoon science symposium to be held at the National Agricultural Library. Requested FAR-B support for the event will be between \$1500 and \$2000. A Motion was made and approved to commit funds up to \$2000.

BARC Brochure: Jim Anderson is working this BARC to develop new illustrations for the Brochure.

FAR-B Web site: Allan Stoner and Jim Anderson continue to search for a technically competent person willing to over see the Web site; this should be finalized by the October Board meeting.

New Far-B Initiatives. President Stoner asked the Board to give thought to new initiatives that would promote and enhance the BARC research program that FAR-B could organize and support.



FAR-B wants you for Secretary!

Meeting AGENDA

**Friends of Agricultural Research – Beltsville, Inc.
Board of Directors Meeting
Beltsville Agricultural Research Center**

AGENDA
Friends of Agricultural Research – Beltsville, Inc.
Board of Directors Meeting
Beltsville Agricultural Research Center
Room 238, Building 003
Beltsville, Maryland
Tuesday, October 13, 2015 – Noon

Call to Order and Introductions – Allan Stoner

1. **Beltsville Office Update – Dariusz Swietlik, Director, NEA**
2. **Beltsville Diversity Taskforce – Verneta Gaskins**
3. **Secretary's Report – Darwin Murrell**
4. **Treasurer's Report – Dick Parry**
5. **Community Outreach (Beltsville Academy) – Jim Butcher**

Old Business:

6. **ACS Phytochrome Award/Symposium – Jim Anderson**
7. **Aileen Lee Award – Phyllis Martin**
8. **FAR-B Brochure – Jim Anderson**
9. **FAR-B Web Site – Allan Stoner**

AGENDA
Friends of Agricultural Research – Beltsville, Inc.
Board of Directors Meeting
Beltsville Agricultural Research Center
Room 238, Building 003
Beltsville, Maryland
Tuesday, November 10, 2015 – Noon

Call to Order, Introductions, Reports – Allan Stoner

1. **Beltsville Office Update – Dariusz Swietlik, Director, NEA**
2. **Beltsville Diversity Taskforce – Verneta Gaskins**
3. **Oct Minutes – Darwin Murrell**
4. **Treasurer's Report – Dick Parry**
5. **Community Outreach - Beltsville Academy – Jim Butcher**

Old Business:

6. **Aileen Lee Award – Phyllis Martin**
7. **FAR-B Brochure – Jim Anderson**
8. **FAR-B Web Site – Allan Stoner**
9. **Future Meeting Time – Allan Stoner**

New Business:

- 10 - **Future of FAR-B**

Minutes of the November 10 FAR-B Board Meeting

The meeting was called to order by **President Allan Stoner**. He announced that two Board members have resigned, Phyllis Martin and Wiz Horner. However, it became apparent in later discussion that the resignation of Wiz Horner from the Board may be in error, and President Stoner asked that we try to communicate with him to learn whether he wishes to remain on the Board. Darwin Murrell will try to contact Wiz and discuss this issue.

Reports made:

The Northeast Area Director, Dariusz Swietlik, gave an update of the events and issues at BARC. He introduced the new Associate Area Director Maureen Whelan, and the Acting Associate Area Director Dawn Gundersen-Rindal.

Dr Swietlik indicated that the budget forecast for the Area is adequate, given the projected overall funding for ARS. A government shut down will be avoided for the next two years and this will help to maintain a stable research environment for ARS. However, needed infrastructure and maintenance costs will be difficult to fund but he is optimistic that the excellent scientific performance of the Area scientists will be sustained.

Verneta Gaskins, Beltsville Diversity Taskforce reported on the Discovery Garden and the interest the BARC project has stimulated in other organizations in the Washington DC area. A group of visitors with Maryland Youth Partners for Change will come this Friday afternoon to visit the garden and help glean the last of the sweet potato crop. On Tuesday, September 15th, ten young ladies from The White House's "Champions of Change" Program (White House Council of Women and Girls) visited the garden with chaperones, USDA media, and White House media.

This year the garden had over 700 visitors and yielded more than 1000 lbs of produce/herbs/flowers for donations to charities. More on this can be seen at <http://www.ars.usda.gov/is/services/Introduction/archive/October%202015/ARSandYou%20index.htm>.

The Taskforce is also sponsoring a special "Lunch and Learn" series video presentation for Native American- Alaskan Native Heritage Month on November 19th at 12PM.

Dr Darwin Murrell, Interim Secretary asked that Board Members who make reports review the draft minutes and send to him the text needed to ensure that the Minutes' account of the Committee or Office Report given at the meeting is accurate.

Dr Richard Parry, Treasurer, presented the financial report for the month of October 2015. The major activity in October was FAR-B's contributions to the Phytochrome Ceremony and Symposium, held in partnership with the American

Chemical Society, Division of Agrochemicals and the Beltsville Agricultural Research Center. FAR-B's contributions included work on planning this celebration of the discovery of Phytochrome and providing financial assistance for the luncheon and speaker travel expenses.

Community Outreach—Jim Butcher reported that plans are in place for the Mobile Science Laboratory (MSL) to visit the Beltsville Academy the week of November 30 – December 4. Grades K-5 will pursue science-based projects either on farm animals and crops or on candy science investigations, the latter supported by materials and advice from the Hershey Company. Several prominent Beltsville scientists have volunteered to assist.

Old Business.

1. Aileen Lee Award. With the resignation of Phyllis Martin, the progress in setting up the Award may be delayed.
2. New FAR-B Brochure. Jim Anderson exhibited the new brochure design, which met with much approval of the Board. It was decided that up to 2000 copies should be made when the final draft is printed. Various means for distributing the brochure were discussed.
3. FAR-B Web Site. Jim Anderson reported on the progress to update the web site.
4. The Board discussed again the proposal to move the meeting time up to 10:30 from the current 12:00. It was approved by the Board, and will be implemented for the December Board Meeting.
5. The December Meeting will be moved to December 15 because of scheduling conflicts for a number of Board members.
6. **Lew Smith** reported that Wiz Horner has resigned as FAR-B Contact for the Combined Federal Campaign due to health reasons. This presents a problem because the Contact needs to prepare FAR-B's official application to be submitted in the CFC in December. Dr Smith agreed to serve as the Interim CFC Contact to prepare the application and Dr Richard Parry volunteered to assist in this task. However, the Board will need to find soon another person to serve as Official Contact in order to meet other requests from the CFC during the year.

New Business

1. Future of FAR-B: President Stoner led a discussion on the difficulties being experienced in recruiting new Board Members, and maintaining a Board large enough to manage the various FAR-B business activities, committees and outreach efforts. The specific issues related the reluctance of retired ARS employees (scientists and staff) to get involved were discussed, and several proposals were considered that might broaden the appeal of FAR-B Board membership. In the face of a changing demographic environment this issue will increase in urgency and the Board will need to devote more

discussion and effort to finding a sustainable business plan for FAR-B in pursuing its support to BARC.

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Other Organizations and Individuals

1. Barbara M. Thompson, Executive Director
2. Barbara M. Thompson, Executive Director
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Other Organizations

Other Organizations and Individuals

AGENDA

Friends of Agricultural Research – Beltsville, Inc.

Board of Directors Meeting

Beltsville Agricultural Research Center

Room 238, Building 003

Beltsville, Maryland

Tuesday, December 15, 2015 – 10:30 a.m.

Call to Order, Introductions, Reports – Allan Stoner

1. **Beltsville Office Update – Dariusz Swietlik, Director, NEA**
2. **Beltsville Diversity Taskforce – Verneta Gaskins**
3. **Nov Minutes – Darwin Murrell/ Dave Kuykendall**
4. **Treasurer's Report/ 2016 Budget – Dick Parry**
5. **Community Outreach - Beltsville Academy – Jim Butcher**
6. **CFC – Dick Parry**
7. **Publicity – Hank Becker**

Old Business:

8. **Aileen Lee Award – Allan Stoner**
9. **FAR-B Brochure – Jim Anderson**
10. **FAR-B Web Site – Jim Anderson**

New Business:

Also , don't forget brunch or lunch before or after our business meeting

Minutes of December 15, 2015 meeting

Friends of Agricultural Research – Beltsville, Inc., Board of Directors Meeting at the Beltsville Agricultural Research Center, Room 238, Building 003, Beltsville, Maryland.

Call to Order, Introductions, Reports – Dr. Allan Stoner

- 1. Beltsville Office Update – none.**
- 2. Beltsville Diversity Taskforce – Ms. Gaskins not present.**
- 3. Nov. Minutes – Darwin Murrell asked for approval of Nov. meeting minutes and got it; I, Dave Kuykendall, asked that officers and chairs of committees correct draft minutes prior to the next meeting please.**
- 4. Treasurer's Report/ 2016 Budget – Dick Parry said that the only expenditures were "leftover" travel costs for the Beltsville discovery of phytochrome historical site historic site by the ACS. T. Rowe Price funds, \$53K, and monies from matured CDs, advantage will be made of an interest rate increase that was expected. \$30,000, annual expenditures, to be kept in checking account. Dave Kuykendall attended the HSI meeting, collected \$920 in cash from 62 participants (\$10 still owed by one) for lunch, which had to be prepaid by credit card, reimbursed by the collections.**
- 5. Community Outreach - MSL – Jim Butcher said that the week of November 30 – December 3, the Maryland Agricultural Education Foundation's Mobile Science Laboratory (MSL), using the joint sponsorship of FAR-B, the Beltsville Academy Pubic School, and the school Parent Teachers Association, presented one-hour agricultural science demonstration projects to some 722 students from 28 classes, grades K-5. Grades K-2 learned about connecting Maryland farmers, farm animals, and crops to food and clothing. Grades 3-5 learned about testing to measure properties of candy. MSL teacher-instructor June Kron said she had received on-hands support from a number of Beltsville scientists including Naomi Fukagawa, Rose Hammond, Eric Handy, Peter Thomson, Janet Slovid, Mimi Jackson, and Benjamin Rosenthal.**
- 6. CFC – Dick Parry said that Lou was still handling the applications this year.**
- 7. Publicity – Hank Becker said the newsletter would be mailed out at the end of January by Zimmerman. ACS's Phytochrome Discovery Historic Landmark Award was a goldmine of positive publicity for BARC. Ray Rebois of the Nematology Lab had recently passed.**
- 8. Aileen Lee Award – Phyllus Martin was responsible for this up until her recent resignation. Allan Stoner talked to Ms. Mary Dailey of MPPL about please getting the right application form to applicants.**
- 9. FAR-B Brochure – Jim Anderson did very nice work Jim on the brochure.**
- 10. FAR-B Web Site – Jim Anderson, with the help of Jay, who displayed the web pages on the screen, and board members, identified revisions needed on FARB web pages. An needed update only is indicated, not a new setup.**

There was no new business brought up.

(A festive holiday brunch/ lunch was held after the business meeting)

AGENDA

Friends of Agricultural Research – Beltsville, Inc.

Board of Directors Meeting

Beltsville Agricultural Research Center

Room 238, Building 003

Beltsville, Maryland

Tuesday, January 12, 2016 10:30 a.m.

Call to Order, Introductions, Reports – Allan Stoner

1. **Beltsville Office Update – Dariusz Swietlik, Director, NEA**
2. **Beltsville Diversity Taskforce – Verneta Gaskins**
3. **Nov Minutes – Dave Kuykendall**
4. **Treasurer's Report/ 2016 Budget – Dick Parry**
5. **Community Outreach - Beltsville Academy – Jim Butcher**
6. **CFC – Dick Parry**
7. **Publicity – Hank Becker**

Old Business:

8. **Aileen Lee Award – Allan Stoner**

New Business:

9. **Proposal for FAR-B assistance – Mike Cavgelli**
10. **Science Fairs**
11. **Speaker for Annual Meeting**

Minutes of December 15, 2015 meeting

Friends of Agricultural Research – Beltsville, Inc., Board of Directors Meeting at the Beltsville Agricultural Research Center, Room 238, Building 003, Beltsville, Maryland.

Call to Order, Introductions, Reports – Dr. Allan Stoner

- 1. Beltsville Office Update – none.**
- 2. Beltsville Diversity Taskforce – Ms. Gaskins not present.**
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(A festive holiday brunch/ lunch was held after the business meeting)

AGENDA

Friends of Agricultural Research – Beltsville, Inc.

Board of Directors Meeting

Beltsville Agricultural Research Center

Room 238, Building 003

Beltsville, Maryland

Tuesday, January 12, 2015 – 10:30 a.m.

Call to Order, Introductions, Reports – Allan Stoner

1. **Beltsville Office Update – Dariusz Swietlik, Director, NEA**
2. **Beltsville Diversity Taskforce – Verneta Gaskins**
3. **Nov Minutes – Dave Kuykendall**
4. **Treasurer's Report/ 2016 Budget – Dick Parry**
5. **Community Outreach - Beltsville Academy – Jim Butcher**
6. **CFC – Dick Parry**
7. **Publicity – Hank Becker**

Old Business:

8. **Aileen Lee Award – Allan Stoner**

New Business:

9. **Proposal for FAR-B assistance – Mike Cavgelli**
10. **Science Fairs**
11. **Speaker for Annual Meeting**

Minutes

**Friends of Agricultural Research – Beltsville, Inc., Board of Directors Meeting
Beltsville Agricultural Research Center, Room 238, Building 003, Beltsville,
Maryland, Tuesday, January 12, 2016 – 10:30 a.m.**

Call to Order, Introductions, Reports – Dr. Allan Stoner

Beltsville Office Update – Dariusz Swietlik, Director, NEA described changes in his office, budgeted 37 million renovation of building 307, and introduced Mike Cavgelli, Soil Scientist and Richard Leader, Sustainable Ag Laboratory, who is planning a symposium.

Beltsville Diversity Taskforce – Verneta Gaskins thanked FAR-B for 2015 support, expects in summer as many as 80 students from Hispanic-serving institutions, defined as 20% Hispanic enrollment.

December Minutes –Dave Kuykendall asked for and received approval for the minutes by the Board

**Treasurer's Report/ 2016 Budget – Dick Parry' report "FAR-B reinvested the matured CD in a new Sun Trust CD that will mature in 2018. The year-end balance of funds in the checking account was \$54,267.59. The major expense for December was for printing costs for the new FAR-B brochure. The outlays for the year slightly exceeded income from member dues and donations. Some additional investments in CDs are planned when interest rates increase. The FAR-B Board of Directors approved the budget for calendar year 2016."
Zimmerman commented the portfolio.**

Community Outreach - Beltsville Academy – Jim Butcher

CFC – Dick Parry, Lou said CFC application was submitted by Certified mail.

Publicity – Hank Becker said the 27th was the deadline for the Newsletter.

Old Business:

**Aileen Lee Award – Allan Stoner: application form sought
FAR-B Web Site – Jim Anderson: Jim was absent.**

New Business:

Proposal for FAR-B assistance – Mike Cavgelli, Symposium, the Area Director said it could be done through his office.

Science Fairs. Darwin and Jim were not present.

Speaker for Annual Meeting, advance invitation planned ASAP for the proposed speaker, NPS Director and Associate Administrator.

AGENDA

Friends of Agricultural Research – Beltsville, Inc.

Board of Directors Meeting

Beltsville Agricultural Research Center

Room 238, Building 003

Beltsville, Maryland

Tuesday, March 8, 2016 – 10:30 a.m.

Call to Order, Introductions, Reports – Allan Stoner

- 1. Beltsville Office Update – Dariusz Swietlik, Director, NEA**
- 2. Beltsville Diversity Taskforce – Verneta Gaskins**
- 3. Feb Minutes – Dave Kuykendall**
- 4. Treasurer's Report – Dick Zimmerman**
- 5. Community Outreach – Jim Butcher**
- 6. CFC – Lew Smith**
- 7. Publicity – Hank Becker**

Old Business:

- 8. Congressional Testimony – Jim Butcher**
- 9. Annual Meeting – Allan Stoner**
- 10. Website Revision – Jim Anderson**

New Business:

Minutes of Board of Directors Meeting, Friends of Agricultural Research – Beltsville, Inc., Beltsville Agricultural Research Center, Room 238, Building 003, Beltsville, Maryland, Tuesday, March 8, 2016 – 10:30 a.m.

Attendants today included Allan Stoner, Jim Anderson, Jim Butcher, Dave Kuykendall, Verneta Gaskins, Jay Green, Richard Zimmerman, Darwin Murrell, Henry “Hank” Becker, Lew Smith, and Norbita Schoene.

Call to Order, Introductions, Reports – President Dr. Allan Stoner

Beltsville Office Update – Dariusz Swietlik, Director, NEA, described Congressional approval of the budget and he introduced the new Associate Area Director from West Laco, TX.

Beltsville Diversity Taskforce – Verneta Gaskins.

December Minutes – Dave Kuykendall received the Board’s approval for the Feb. meeting minutes.

Treasurer’s Report/ 2016 Budget – Dick Zimmerman’s report: “At the end of the February, the FAR-B checking account balance was \$56,042. Income for the month was \$2,845, all from dues. Expenses were \$600 for FAR-B’s share of the MAEF science trailer at the Beltsville Academy in the fall of 2015 and \$274 for printing and mailing the January newsletter together with the dues notice. The Klurfeld fund now totals \$57,950 and total assets, after deducting the Klurfeld fund, are \$99,393. There was a contribution of \$300 to the SELF fund and expenses were \$15 for printing new deposit slips.”

Community Outreach - Beltsville Academy - Jim Butcher described how he, Jim Anderson, Allan Stoner, and I came early this morning and together we selected quality representative K – 5th grade elementary school science projects. Congressional budget letters are always a high priority, Jim stated.

CFC – Nothing new according to Lew Smith

Publicity – “More information needed for June newsletter” said Hank Becker

Old Business: Jim Butcher addressed Congressional Testimony, and Allan Stoner spoke on plans for the Annual Meeting on May 10, 2016.

New Business:

Dr. Stephen Schafer, Associate Administrator, National Programs, enthusiastically agreed to speak at the May 10 Annual Meeting.

Agenda

Friends of Agricultural Research – Beltsville, Inc

Board of Directors Meeting

Building 003, Room 238

Tuesday, April 12, 2016

Call to Order and Introductions – Allan Stoner

1. Beltsville Office Update – Dariusz Swietlik
2. Beltsville Diversity Taskforce – Verneta Gaskins
3. March Minutes – Dave Kuykendall
4. Treasurer's Report – Dick Parry
5. Community Outreach (Beltsville Academy) – Jim Butcher
6. Congressional Testimony – Jim Butcher
7. CFC – Lew Smith
8. Publicity – Hank Becker
9. Beltsville Liaison – David Chitwood

Old Business

10. Annual Meeting – Allan Stoner
11. Aileen Lee Award – Allan Stoner
12. Web Site Update – Jim Anderson

New Business

13. Beltsville Poster Day

Minutes for Tuesday, April 12, 2016. The Friends of Agricultural Research – Beltsville, Inc. Board of Directors Meeting, Building 003, Room 238.

Attendants were the following:

Attendants today included Allan Stoner, Richard Parry, Richard Zimmerman, Lew Smith, Verneta Gaskins, David Chitwood, Norberta Schoene, Hank Becker, Darwin Murrell, Jim Butcher, Dave Kuykendall, and Essex Finney.

Call to Order and Introductions – Allan Stoner

- 1. Beltsville Office Update – Dariusz Swietlik was absent.**
- 2. Beltsville Diversity Taskforce – Verneta Gaskins. Thirty-eight Latino-American interns are expected this summer, all are matched with mentors. They come from seven institutions of graduate education. Most will start on June 6, the remaining half-dozen on June 20.**
- 3. March Minutes – Dave Kuykendall. The Acting Secretary's March minutes were approved.**
- 4. Treasurer's Report - Dick Parry. The Treasurer's report was approved. Today's report: "FAR-B collected \$485 in dues and had expenses of \$901 for Prince Georges' County Science Fair prizes, support for a program review at HNRC and diversity task force program costs. No other change in investments or the reserve certificate of deposits. The FAR-B checking account balance was \$55,626.31 at the end of March. It was recommended that FAR-B get an update on the current activity and future plans for the intern program."**
- 4. Community Outreach (Beltsville Academy) – Jim Butcher reported that FAR-B had selected a representative sample of student posters stemming from this year's Mobile Science Week at the Beltsville Academy. The representative posters could be pulled into a collage of posters for display at the 2016 Beltsville Poster Day. Jim was to**

follow up with Beltsville Poster Day Chairman Jo Anne Crouch, as recommended to FAR-B by Beltsville liaison David Chitwood. It may be reported that contact had been made and that planning for including the Beltsville Academy student posters is advanced.

5. **Jim Butcher, Congressional Testimony** – Jim Butcher reported that FAR-B had forwarded *Outside Witness Testimony* for FY-2017 to the House and Senate subcommittees that are responsible for agricultural appropriations. FAR-B strongly endorsed funding proposed in the President's budget for Beltsville, including these four high-priority research items:

1. *Climate Change-Resilient Crops--how rising temperatures and carbon dioxide can alter physiological processes, growth, and crop quality.*
2. *Climate Change-Vulnerability of Agro-Ecosystems to Climate Change--modelling impact of long-term weather using Long-Term Agro-Ecosystem Research (LTAR) data*
3. *Combating Antimicrobial Resistance--combat antimicrobial resistance and protect public health*
4. *Safe and Abundant Water Supplies: develop safe and abundant water supplies to support U.S. agricultural production by using non-traditional water sources.*

FAR-B also recommended a dedicated annual appropriation of \$3 million to address critically needed repairs and maintenance. These issues cry out for attention.

6. **CFC – Lew Smith.** Nothing new at this time [please stay tuned].
7. **Publicity** – Hank Becker mentioned that he has several items for the newsletter but needs items from Verneta and photos from Jay. The due date for items for the newsletter is May 25.
8. **Beltsville Liaison** – David Chitwood
9. **Annual Meeting** – Allan Stoner with Jim Anderson to announce Annual Meeting for May 10, 2016.

Essex Finney

From: "Darwin Murrell" <kdmmurrell@comcast.net>
To: <rmparry@verizon.net>
Cc: "Lew Smith" <lws406@comcast.net>; "Hank Becker" <hankbecker3@verizon.net>; "Jim Butcher" <jim.hickory@verizon.net>; "Jim Anderson" <jdanderson1940@gmail.com>; "verneta gaskins" <Verneta.Gaskins@ARS.USDA.GOV>; "allan stoner" <stonerfam@earthlink.net>; "richard zimmerman" <rhz1415@verizon.net>; "essex finney" <eeffinney2@msn.com>; "david chitwood" <David.Chitwood@ars.usda.gov>; "withers horner" <wizlizlob@gmail.com>; "Dave Kuykendall" <davekuykendall6@gmail.com>
Sent: Friday, May 06, 2016 6:46 PM
Subject: Re: 2016 CFCNCA

Sincere thanks, Lou!

On May 6, 2016, at 2:49 PM, Richard Parry <rmparry@verizon.net> wrote:

Lew did good work this year. CFC has deposited \$4,080 in our banking account. No other information about the donors has been received yet.

Thanks, Lew, for your efforts.

Dick Parry

From: Lew Smith [<mailto:lws406@comcast.net>]
Sent: Tuesday, April 19, 2016 3:54 PM
To: Hank Becker; Jim Butcher; JAMES D ANDERSON; darwin murrell; verneta gaskins; richard parry; allan stoner; richard zimmerman; essex finney; david chitwood; withers horner; Dave Kuykendall
Subject: Fwd: 2016 CFCNCA Approval Notification

Good news to share before our board meeting. Lew

Begin forwarded message:

From: Tyra Archer <tyra.archer@cfcnca.org>
Subject: 2016 CFCNCA Approval Notification
Date: April 19, 2016 at 3:40:09 PM EDT
To: "lws406@comcast.net" <lws406@comcast.net>

<image001.jpg>

Dear Lewis W. Smith:

I am pleased to inform you that your organization has been found eligible for inclusion in the 2016 Combined Federal Campaign of National Capital Area

(CFCNCA). Your organization will appear in the print listing of participating organizations and in the online "Universal Giving" list available to Federal employees throughout the United States and overseas. Since you are a new organization to the campaign, the Office of Personnel Management will assign a designation code via their charity registry system. Our goal is to provide your code to you in May. If there is a delay, you will be notified via e-mail.

The contact information included with your application will be used throughout the year to transmit information such as campaign updates, charity fair registration, disbursement of contributions, and the 2017 application process. If your information changes at any point in the year, please notify Tyra Archer, Manager of Charity Relations. Please contact her at Tyra.Archer@cfcnca.org or 202-465-7241.

You must re-apply each year in order to participate in the Combined Federal Campaign. **It is anticipated that there may be changes to the application process for the 2017 campaign, including the deadline.** Additional information will be distributed throughout the year to the contact information you have provided.

Thank you for your participation in the Combined Federal Campaign of the National Capital Area. Our theme for the 2016 Campaign is "Show Some Love." We are going to use this theme to demonstrate of employees and others in our community can contribute to improving the lives of others and making our communities stronger and more vibrant. Hopefully, this opportunity will allow you to reach Federal employees in our region to demonstrate how you "Show Some Love."

Sincerely,

<image002.png>

Vincent N. Micone, III

Chairperson

Local Federal Coordinating Committee

Combined Federal Campaign of the National Capital Area

<image003.jpg>

Agenda

FAR-B Board of Directors Meeting

BARC Building 003 Room 238

Tuesday June 14, 2016 - 10:45 a.m.

Call to Order and Introductions – Allan Stoner

Reports –

Beltsville Office Update – Jim Poulus

Beltsville Diversity Taskforce – Allan Stoner

April Minutes – Allan Stoner

Treasurer's Report – Dick Parry

Beltsville Academy – Jim Butcher

CFC – Lew Smith

Publicity – Allan Stoner

Old Business –

Review of annual meeting

New Business –

Looking Ahead – 2016 – 2017 Programs, Members, Board of Directors

Monthly Reports – BARC & BHNRA

New Programs?

MORE INTERNS?

Followup on interns –

Jo Ann
Mentres

10:00-11:00 AM - Board of Directors Meeting

11:00-12:00 PM - Board of Directors Meeting

12:00-1:00 PM - Board of Directors Meeting

1:00-2:00 PM - Board of Directors Meeting

2:00-3:00 PM - Board of Directors Meeting

3:00-4:00 PM - Board of Directors Meeting

4:00-5:00 PM - Board of Directors Meeting

5:00-6:00 PM - Board of Directors Meeting

6:00-7:00 PM - Board of Directors Meeting

7:00-8:00 PM - Board of Directors Meeting

8:00-9:00 PM - Board of Directors Meeting

9:00-10:00 PM - Board of Directors Meeting

10:00-11:00 PM - Board of Directors Meeting

11:00-12:00 AM - Board of Directors Meeting

12:00-1:00 AM - Board of Directors Meeting

1:00-2:00 AM - Board of Directors Meeting

2:00-3:00 AM - Board of Directors Meeting

3:00-4:00 AM - Board of Directors Meeting

4:00-5:00 AM - Board of Directors Meeting

5:00-6:00 AM - Board of Directors Meeting

6:00-7:00 AM - Board of Directors Meeting

Re: Tues FAR-B Meeting

From: James Anderson <jdanderson1940@gmail.com>
To: Allan Stoner
Cc: Dariusz Swietlik <Dariusz.Swietlik@ars.usda.gov>, David Prevar <daveprevar@aol.com>, Dave Kuykendall <davekuykendall6@gmail.com>, "Chitwood, David" <David.Chitwood@ars.usda.gov>, "Dr. Richard H. Zimmerman" <rh1415@verizon.net>, Richard Parry <rmparry@verizon.net>, Ellen.Harris@ars.usda.gov, "eefinney2@msn.com" <eefinney2@msn.com>, hankbecker3@verizon.net, Jim Butcher <jim.hickory@verizon.net>, "K. Darwin Murrell" <kdmmurell@comcast.net>, Lew Smith <lws406@comcast.net>, JayGreen@ars.usda.gov, Naomi Fukagawa <Naomi.Fukagawa@ars.usda.gov>, "Dr. Norberta W. Schoene" <nschoene@att.net>, Richard.Olsen@ars.usda.gov, "Ms. Tasha Sprague" <Tasha.Sprague@ars.usda.gov>, Verneta Gaskins <verneta.gaskins@ars.usda.gov>
Subject: Re: Tues FAR-B Meeting
Date: Sep 11, 2016 8:51 PM
Attachments: [Draft of Minutes June 14, 2016 FAR-B BOD's Meeting.pages](#)

Enclosed is a copy of draft of Minutes from the June 2016 FAR-B BOD's meeting.

Draft of Minutes
June 14, 2016 FAR-B BOD's Meeting
10:30 A.M.

Attendees: Allan Stoner, Jim Anderson, Jim Butcher, Jim Poulos, Jay Green, Richard Parry, Richard Zimmerman, Lewis Smith, Norberta Schoene, Ellen Harris, Chizo Lrechukwu

Beltsville Office Update: Jim Poulos gave a quick update on Beltsville. Dr. Swietlik and Dr. Sebesta were on travel in the NE Area. Dr. Sebesta will end his detail at Beltsville at the end of the week and will go back to Peoria, Ill. Dr. David Chitwood will be acting Associate Director for 3 months. It is anticipated that the 5% cut in budget will be restored by the end of July.

Ellen Harris reported that there will be a Field Day on September 10, 2016. She asked FAR-B for help in finding food vendors for the event. Dick Parry and Jim Butcher were looking into getting information. FAR-B will have a table *in a tent*. *Will also need posters, membership folders and other information on what FAR-B does.*

April Minutes: The minutes for the April 12, 2016 BOD's meeting were approved. There was no formal business meeting for the the Annual Meeting.

Treasures Report: Richard Parry gave the Treasures Report. FAR-B received \$320 in dues and CD interest. A total of \$1,586 were spent for the Poultry Science review, Poster Day, the Diversity Task Force, and the luncheon for the Annual Meeting. The check for the interns was not cashed as of the the end of the month. The FAR-B checking account balance is \$56,800.35.

Beltsville Academy: Jim Butcher gave a report on the Outreach Activities at the Beltsville Academy. The school is planning to have the Maryland Agricultural Education Foundation Trailer back in the Fall. The School will be responsible for choosing the topics. Leslie Lowe was very happy with the collage of the posters FAR-B produced. FAR-B will need a copy for the Field Day in September. For next year, FAR-B would like to get the 2 or 3 best posters from each class, instead of all the posters from the school. Possibly, FAR-B could give some type of recognition for the best ones. Also, a collage of the best posters would be nice.

Lewis Smith gave a brief report on CFC. [Lew](#) discussed a couple of things CFC was doing, but we followed Lew's recommendations on not participating in the events.

Jay Green gave the report for the Diversity Task Force. *The next meeting for the Diversity Task Force will be June 22, 2016 and will address the three Center Directors.* This committee was recognized by the Department for its work. *There is good interest in the Discovery Garden; 110 pre-school children visited May 4th & 6th, while 60 students from an Elementary School visited May 12th .*

Jay gave several tours. Developed a nice booklet on the Pizza Garden. Is planning tours of Beltsville for National and International Organizations. *Is working along with ARS Headquarter staff on creating an ARS STEM online toolkit for use by scientists across the country and is writing up a list of additional info and ideas to help promote FAR-B better*

Old Business:

The Annual Meeting went well. Most, if not all, attendees stayed for the whole meeting and enjoyed the luncheon. The hand out of the events and things FAR-B sponsored was well received and very helpful.

New Business:

Allan Stoner reminded all that we need new members of the Board and other members. This is the last meeting till September, 13, 2016.

On Sun, Sep 11, 2016 at 8:19 PM, Allan Stoner <stonerfam@earthlink.net> wrote:

Colleagues,

Attached is a proposed agenda for Tues FAR-B Board meeting. I hope to everyone there at 10:30.

Allan

On 11/11/11

The witness stated that on 11/11/11, he was driving the vehicle northbound on Highway 101, south of the intersection of Highway 101 and Highway 101. The witness stated that he was driving the vehicle northbound on Highway 101, south of the intersection of Highway 101 and Highway 101.

On 11/11/11

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On 11/11/11

The witness stated that on 11/11/11, he was driving the vehicle northbound on Highway 101, south of the intersection of Highway 101 and Highway 101. The witness stated that he was driving the vehicle northbound on Highway 101, south of the intersection of Highway 101 and Highway 101.

On 11/11/11

Agenda

FAR-B Board of Directors Meeting

BARC Building 003 Room 238

Tuesday September 13, 2016 - 10:30 a.m.

Call to Order and Introductions

Reports –

Beltsville Office Update – Darius Sweitlik

MD Ag Business Roundtable & BARC Field Day – Ellen Harris

Beltsville Diversity Taskforce – Vernetta Gaskins

June Minutes – Jim Anderson

Treasurer – Dick Parry

Outreach Beltsville Academy – Jim Butcher

CFC – Lew Smith

Publicity – Hank Becker

Old Business –

FAR-B Web Site – Jim Anderson

New Business –

2016-2017 Interns

Outreach Beltsville Academy – Jim Butcher said our "tagline" of the Beltsville Academy is worth it, and Membership in the Southern Washington Chapter of Omicron may need further evaluation. Long-term BAFB President Vernetta Gaskins – a dedicated Beltsville supporter – is stepping down as president. A suggestion was made that FAR-B delay paying Vernetta's membership dues until that a replacement has been named and has had an opportunity to discuss future BAFB interest with FAR-B.

CFC – Lew Smith said he wanted to wish someone else could take the CFC, but he continued to represent us with the Continued Future Campaign.

Publicity – Hank Becker said he plans to get the Beltsville Academy information and communicate with BAFB Director Ellen Harris concerning the Ag Business Roundtable and Field Day by invitation to get some awareness now/after/before.

Friday September 12, 2014 10:30 am
BACC Building 702 Room 318
Public Access to Business Meeting

Call to Order and Introduction

Report -

Presenting Officer: [Name] - [Title]

With the business community in the [City] [State] - [Country]

Supporting Officer: [Name] - [Title]

Presenting Officer: [Name] - [Title]

Presenting Officer: [Name] - [Title]

Presenting Officer: [Name] - [Title]

Presenting Officer: [Name] - [Title]

Presenting Officer: [Name] - [Title]

Presenting Officer: [Name] - [Title]

Presenting Officer: [Name] - [Title]

Presenting Officer: [Name] - [Title]

Presenting Officer: [Name] - [Title]

Minutes of September 13, 2016 FAR-B BOD's Meeting 10:30 AM

Attendees: Allan Stoner, Jim Anderson, Dave Kuykendall, Jim Butcher, Richard Parry, Richard Zimmerman, Lewis Smith, Norberta Schoene, Ellen Harris, Chizo Irechukwu, Hank Becker, David Chitwood, Dave Prevar, Verneta Gaskins, Darius Swietlik, Taunya Said, Essex Finney, Darwin Murrell, and Tasha Sprague

Call to Order and Introductions – Allan Stoner

Administrative Updates –

Northeast Area Update – Darius Sweitlik now has a new Associate Director Paul Sebesta. He also discussed National China Garden and the Foundation for its continuing support, return of the 5% previously withheld funds for animal welfare, threats to security and the recent temporary Center closing, the recent fire and recent employee awards & recognition.

Beltsville Agricultural Research Center – Ellen Harris described the MD Ag Business Roundtable & BARC Field Day.

Business Meeting

Beltsville Diversity Taskforce – Verneta Gaskins discussed food pantry donations, the 38 interns from Hispanic institutions, LGBTQ interest, volunteers, the Student Discovery Garden, and she estimated 20-25 members of the task force when asked.

June Minutes – Dr. Jim Anderson asked for & received approval for the minutes from the Board.

Treasury – Dick Parry said the FARB checking account has \$37,512.09 and his report detailed that FARB has checking, investments and savings accounts totaling \$142,114.77.

Outreach Beltsville Academy – Jim Butcher said our “adoption” of the Beltsville Academy is worth it, and Membership in the Baltimore-Washington Corridor Chamber of Commerce may need further evaluation. Long-term BWCC President Walt Townshend—a dedicated Beltsville supporter—is stepping down as president. A suggestion was made that FAR-B delay paying renewal membership dues until Walt's replacement has been named and has had an opportunity to discuss future BWCC interest with FAR-B.

CFC – Lew Smith said he continues to wish someone else could take the CFC, but he continues to represent us with the Combined Federal Campaign.

Publicity – Hank Becker said he plans to get the Beltsville Academy information and communicate with BARC Director Ellen Harris concerning the Ag Business Roundtable and Field Day for inclusion in our next semiannual newsletter/bulletin.

Old Business –FAR-B Web Site – Jim Anderson and Darwin Murrell discussed our webpage and whether or not we should also have a Facebook presence to supplement our external communication. IT expert Tasha Sprague to help.

New Business – How many interns? Jenny Allen report sought.

Tuesday, October 22, 2013 - 10:00 a.m.

Roll Call and Introductions

Agenda

Education Office Updates – Darwin Murrell

Adults/High School Students – Victoria Jackson

Student/Adult Education – Jenny Allen

Training – Dick Gray

Charter School/Adult Education – Jan Peterson

Old Business

New Business

Roll Call

Roll Call

Roll Call

Agenda

FAR-B Board of Directors Meeting

BARC Building 003 Room 238

Tuesday October 11, 2016 - 10:30 a.m.

Call to Order and Introductions

Reports –

Beltsville Office Update – Darius Sweitlik

Beltsville Diversity Taskforce – Verneta Gaskins

September Minutes – Dave Kuykendall

Treasurer – Dick Parry

Outreach Beltsville Academy – Jim Butcher

CFC – Lew Smith

Publicity – Hank Becker

Old Business –

FAR-B Web Site – Jim Anderson

New Business –

Minutes □ of October 11, 2016 FAR-B BOD's Meeting 10:30 AM

Attendees: Allan Stoner, Jim Anderson, Dave Kuykendall, Jim Butcher, Richard Parry, Richard Zimmerman, Lewis Smith, Norberta Schoene, Paul Sebesta, Charles Onwulata, Hank Becker, David Chitwood, Verneta Gaskins, and Essex Finney.

Call to Order and Introductions – Allan Stoner

Administrative Updates –

Northeast Area Update – Associate Director Paul Sebesta said the Area Office was this day hosting us, Congressional staffers, and the President and Provost of the University of Maryland. According to Paul, Charles Onwulata competently formulated an animal facilities disaster plan for BARC animals of chicken size and up. Paul said OIG reports are online. It is regrettable that the initial report of The New York Times reportedly had little accuracy. Troy Hill of NGRL passed away of natural causes, and Gary Kinard had said his lab had collected \$140 to donate to FARB in the memory of Troy Hill (OK). The question was also raised of whether scientist honoraria and book royalties could also be donated (no). Paul had heard good things about FARB when he was in Peoria, Illinois.

Business Meeting

Beltsville Diversity Taskforce – Verneta Gaskins dropped the bomb that the Beltsville Center's Diversity Task Force (all volunteer) has voted the day before to disband presumably due to a lack of administrative support vis-a-vis receiving credit in Performance Documentation. Much Board discussion ensued. Verneta said they would meet with Admin the following week.

September Minutes – Dr. Dave Kuykendall, yours truly, asked for & received approval for the minutes from the Board.

Treasury – Dick Parry said no report this month.

Outreach Beltsville Academy – Jim Butcher said Mobile Science Week at the Beltsville Academy tentatively the week of November 28, 2016; Details were given for grade level participation.

CFC – Lew Smith said he continues to wish someone else could take the CFC, but he continues to represent us with the Combined Federal Campaign.

Publicity – Hank Becker plans to report the Beltsville Academy information and report on the Ag Business Roundtable and Field Day for in our next semiannual newsletter/bulletin.

Old Business –

New Business –

Agenda

FAR-B Board of Directors Meeting

BARC Building 003 Room 238

Tuesday November 8, 2016 - 10:30 a.m.

Call to Order and Introductions

Reports –

Beltsville Office Update – Charles Onwulata

Beltsville Diversity Taskforce – Verneta Gaskins

Pollinator Gardens – Jay Evans

October Minutes – Dave Kuykendall

Treasurer – Dick Parry

Outreach Beltsville Academy – Jim Butcher

CFC – Lew Smith

Publicity – Hank Becker

Old Business –

FAR-B Web Site – Jim Anderson

New Business –

Pollinator Gardens – Jay Evans, III, introduced visiting scientist Frederick Francis. Together they discussed plans for a Pollinator Garden.

October Minutes – Dave Kuykendall asked for and received the Board's approval for last month's minutes.

Treasurer – Dick Parry said that FAR-B collected \$185 in dues and had

**Minutes of the FAR-B Board of Directors Meeting, BARC Building 003 Room 238,
Tuesday November 8, 2016 - 10:30 a.m.**

Attendees - Allan Stoner, Jim Anderson, Dave Kuykendall, Jay Evans, Francisco Posada, Richard Parry, Richard Zimmerman, Lewis Smith, Norberta Schoene, Paul Sebesta, Hank Becker, David Chitwood, Dave Prevar, Le Ann Blomberg, Verneta Gaskins, and Essex Finney.

Call to Order and Introductions – Allan Stoner

Reports –

Beltsville Office Update – Paul Sebesta

Transition period underway with Ellen Harris going to Stoneville, MS. Assistant Center Director Le Ann Blomberg will serve as Acting Center Director. Jenny Allen organized a program honoring veterans for Nov. 10. Dec. 2 is the date for Rufus Chaney's retirement party.

Beltsville Diversity Taskforce – Verneta Gaskins

Verneta said that they had some very positive area administrative feedback regarding the Diversity Task Force. After the last FAR-B board meeting, Drs. Swietlik, Sebesta and Onwulata called a meeting and, because of the high value of their work, asked the group to reconsider disbanding. Dr. Sebesta was assigned to be their direct liaison and link between the Area and Center Directors. According to Verneta, a core group from the Leadership Advisory Subcommittee, which organizes the HSI Student Summer Intern program, had an opportunity to discuss strategies and suggestions for making this summer's activities more efficient with Dr. Sebesta. The Workplace Diversity Taskforce is now focused primarily on determining which activities they can feasibly continue going forward. Mrs. Gaskins promised to keep us informed and to continue to look to us for advice and support. She said that the Workplace Diversity Taskforce appreciates the valuable support that FAR-B has provided them over the years.

Pollinator Gardens – Jay Evans, RL, introduced Visiting Scientist Francisco Posada. Together they discussed plans for a Pollinator Garden.

October Minutes –Dave Kuykendall asked for and received the Board's approval for last month's minutes.

Treasurer – Dick Parrv said that FAR-B collected \$105 in dues and had

expenses of \$740 for support of the Agriculture Research Roundtable. No other change in investments or the reserve certificate of deposits. The FAR-B checking account balance was \$36,876.29 at the end of October.

Outreach Beltsville Academy – Jim Butcher (absent).

CFC – Lew Smith - no report

Publicity – Hank Becker said January is deadline for our next newsletter

Old Business – Jenny Allen’s program honoring veterans will be financed using a previous appropriation.

FAR-B Web Site – Jim Anderson is working with Tasha Sprague.

New Business –

Dec. 13, 2016, there is to be a pot luck holiday party after the BOD meeting.

Agenda

FAR-B Board of Directors Meeting

BARC Building 003 Room 238

Tuesday December 13, 2016 - 10:30 a.m.

Call to Order and Introductions

Reports –

Beltsville Office Update – Dariusz Swietlik

BHNRC Update – Naomi Fukagawa

Beltsville Diversity Taskforce – Verneta Gaskins

November Minutes – Dave Kuykendall

Treasurer Report – Dick Parry

Outreach Beltsville Academy – Jim Butcher

CFC – Lew Smith

Publicity – Hank Becker

Beltsville Liason – David Chitwood

Old Business –

FAR-B Web Site – Jim Anderson

New Business –

2017 Science Fairs

2017 Congressional Testimony

2017 Annual Meeting

Holiday Luncheon -

**Minutes of the FAR-B Board of Directors Meeting, BARC Building 003 Room 238,
Tuesday December 13, 2016 - 10:30 a.m.**

Attendees – Jim Butcher, Allan Stoner, Lew Smith, Ron Foyer, Dave Kuykendall, Richard Parry, James Anderson, Dave Prevar, Naomi Fukagawa, Hank Becker, Essex Finney, Darwin Murrell, Charles Onwulata, Norberta Schoene, Dariusz Swietlik, David Chitwood, Verneta Gaskins and an individual with an undiscerned signature.

Call to Order and Introductions by Allan Stoner.

Reports –

Beltsville Office Update – Dariusz Swietlik said Paul Sebesta will begin as Associate Area Director in January, 2017 and will, among other duties, coordinate location components such as NAL, BHNRC and the Center. The cost of FY2017 interns was brought up but not conclusively established.

BHNRC Update – Naomi Fukagawa spoke about the Big picture of BHNRC alongside other human nutrition research centers. Perhaps this location is not as proactive in securing funding of outside research support.

Beltsville Diversity Taskforce – Verneta Gaskins said February will be the 30th anniversary.

November Minutes –Dave Kuykendall asked for and received approval for November minutes.

Treasurer Report – Dick Parry said that \$2,900 is requested from FAR-B for the proposed Pollinator Garden. Budget handouts are attached.

Outreach Beltsville Academy – Jim Butcher also had a handout (attached).

CFC – Lew Smith needs help with this year's application. Could I be of some use?

Publicity – Hank Becker said our newsletter deadline is in January.

Beltsville Liason – David Chitwood had no comment.

Old Business of FAR-B Web Site – Jim Anderson said there had been no progress.

New Business – Lew Smith asked what can we get credit for now such as judging 2016 Science Fairs? Article needed for newsletter.

2017 Congressional Testimony

2017 Annual Meeting

Minutes of the FAR-B Board of Directors Meeting

January 10, 2017 - 10:30 a.m., Bldg 003 Room 238

Attendees – Allan Stoner, Lew Smith, Jim Butcher, James Anderson, Ron Fayer, Hank Becker, Richard Parry, Dave Prevar, Essex Finney, Richard Zimmerman and David Kuykendall.

Call to Order and Introductions – Allan Stoner

Reports:

Beltsville Update – Dariusz Swietlik introduced the new Center Director, Dr. Howard Zhang.

Diversity Taskforce – Verneta Gaskins was absent.

Dec 2016 Minutes – Dave Kuykendall asked for and received approval for the minutes of the Dec. 2016 meeting.

Treasurers Report – Dick Parry said that, during the calendar year of 2016, FAR-B received \$6,290 in dues payments and received \$4,080 from the Combined Federal Campaign (CFC). FAR-B also received interest income from bank Certificates of Deposits (CD) and dividends/capital gains of \$1,097 from mutual funds. Total income was \$11,467. Expenses for 2016 exceeded total income as planned by the Board of Directors. The biggest expense was sponsoring four student summer interns (\$18,400). Other expenses include sponsoring the annual poster day at the NAL (\$1,635), funding the Diversity Task force programs (\$1,725), providing prizes for winners of county science fairs (\$400), provide partial support for Maryland Agricultural Education Foundation science trailer at the Beltsville Academy (\$600), supporting program planning meetings at Beltsville (\$3,421). Administrative expenses for printing and mailing the newsletter, post office box rental, and assistance preparing the tax return were \$1,456. Total expenditures were \$27,637, which resulted in a deficit of \$16,170 for the year. FAR-B currently has \$73,592.33 in three CDs, one will mature in March, 2017 and another matures in November 2017. We also hold shares in two mutual funds, whose market value totals \$31,764.7. The budget plan for 2017 approved by the Board will also have a deficit, but sufficient funds are held in reserves that will cover the difference.

2017 Budget Proposal – Dick Parry, Treasurer, see above. Jim Butcher questioned whether we should belong to BW Chamber of Commerce.

Beltsville Academy Followup – Jim Butcher had posters from the BA for 2 grades. There are about 40 posters and it was decided to give each student an award pin. While not discussed, maybe something should be given to the teachers that participated.

CFC – I, David Kuykendall, said that, together with others, work completing FARB's first online application was progressing; Lew Smith, Dick Parry and Jim Anderson were helping to the best of their abilities.

Newsletter – Hank Becker needs info for January Newsletter by January 26, 2017.

Beltsville Liaison – Dave Chitwood was absent.

Old Business:

FAR-B Website Update – Jim Anderson said that progress was made with the help of Tasha Sprague, but there still are a few things to change/add to the website

New Business:

Request for Support – The Pollinator Garden proposal was approved by a vote. The FARB BOD approved \$2,900 for the pollinator garden.

Dues Renewal Proposal - Dick Zimmerman brought up the topic concerning how long should we carry people who have not paid dues for a few years. A policy was presented by Allan Stoner (attached) and seconded and passed for contacting those that have not paid and then removing those that do not intend to continue to pay dues.

ARS Alumni Network - The BOD will not send the names of members to this. Anderson will send out a notice to those members with email addresses and if they want to join, they can send in the information.

Congressional Testimony - Jim Butcher will lead the charge in developing the Congressional Testimony.

FAR-B Board of Directors Meeting

February 14, 2017 - 10:30 a.m.

Bldg 003 Room 238

Call to Order and Introductions

Reports:

- ✓ Northeast Area Update – Dariusz Swietlik
- ✓ BARC Update – Howard Zhang
- ✓ Diversity Taskforce – Vernetta Gaskins
- ✓ Jan 2016 Minutes – Dave Kuykendall
- ✓ Treasurer's Report – Dick Parry
- ✓ Beltsville Academy Follow-up – Jim Butcher
- ✓ CFC – Dave Kuykendall
- ✓ Newsletter – Hank Becker
- ✓ Beltsville Liaison – Dave Chitwood

Old Business:

- ✓ Baltimore Washington Corridor Chamber Membership

New Business:

→ 2017 Interns

- ✓ Science Fairs

Dr Zhang

MAY 9

Annual Meeting Speaker

- ✓ Congressional Testimony

D. Norman
B. CONWAY
J. TEASDALE

Minutes of the FAR-B Board of Directors Meeting, February 14, 2017 -
10:30 a.m., Bldg 003 Room 238

Attendees: Richard Parry, Allan Stoner, Hank Becker, Jim Butcher, Richard Zimmerman, Darwin Murrell, David Kuykendall, Dave Prevar, David Chitwood, Howard Zhang, Ron Fayer, Verneta Gaskins, Darius Swetlik, Paul Sebesta, and Charles Onwulata

Call to Order and Introductions – Allan Stoner

Reports:

Northeast Area Update – Dariusz Swietlik said the Area's last hire, just under the wire, was Jonathan Shao, Bioinformaticist who reports directly to the Area Director.

BARC Update – Howard Zhang has visited 15 Labs in his six weeks on the job. Center staffing has decreased from about 400 down to 180 scientists, many without a fulltime support employee. Dr. Zhang said we are compliance drive and we needed to rebuild scientific core

Diversity Taskforce – Verneta Gaskins said that morale was "keep your head down and do your work." They are going ahead with training interns from Hispanic-serving institutions.

Jan 2016 Minutes – Dave Kuykendall asked for and received approval for January minutes.

Treasurer's Report – Dick Parry said "In January 2017 FAR-B received \$540 in dues and spent \$340 to join the CFC. This leaves a total of \$36,118.81 in the Bank of America checking account. One of the CDs held at SunTrust Bank valued at \$25,745.46 will mature on March 17, 2017. The Board also discussed whether to continue membership in the Baltimore-Washington Chamber and decided to invite the past President to meet with the Board, Jim Butcher will invite."

Beltsville Academy Follow-up – Jim Butcher said that he would arrange with BAC principal Leslie Lowe for FAR-B President Allan Stoner and himself to deliver award badges to BAC students for outstanding poster presentations.

CFC – Dave Kuykendall said our first online application was completed. The help of Richard Parry was much appreciated.

Newsletter – Hank Becker distributed in late January.

Beltsville Liason – Dave Chitwood was present.

Old Business:

Baltimore Washington Corridor Chamber Membership

New Business:

2017 Interns Would the Area Office permit our participation in the selection process?

Science Fairs Will we provide judges and awards? Darwin Murrell said discussion was postponed until the next meeting.

Annual Meeting Speaker Allan Stoner has invited the new Center Director, Howard Zhang, to be our annual meeting speaker and he accepted.

Congressional Testimony – After a brief discussion, Darwin Murrell said he would work with Jim Butcher to draft our Outside Witness Testimony regarding the President's proposed FY2018 budget.

FAR-B Board of Directors Meeting

March 21, 2017 - 10:30 a.m.

Bldg 003 Room 238

Call to Order and Introductions

Reports:

Northeast Area Update – Dariusz Swietlik

BARC Update – Howard Zhang

Diversity Taskforce – Vernetta Gaskins

Feb 2016 Minutes – Dave Kuykendall

Treasurer's Report – Dick Parry

Beltsville Academy Follow-up – Jim Butcher

CFC – Dave Kuykendall

Newsletter – Hank Becker

Beltsville Liaison – Dave Chitwood

Old Business:

Baltimore Washington Corridor Chamber Membership

Science Fairs

2017 Interns

Congressional Testimony

New Business:

BARC Historic Buildings

Election of New Officers

Minutes of FAR-B Board of Directors Meeting, March 21, 2017 - 10:30 a.m.

Attendance – Jim Butcher, Allan Stoner, Lew Stoner, Richard Parry, James Anderson, Ron Fayer, Hank Becker, Essex Finney, Verneta Gaskins, David Chitwood, Norberta Schoene, Richard Zimmerman, Darwin Murrell, Dave Kuykendall, David Prevar, Darius Swietlick, Howard Zhang and LeAnn Blomberg.

Call to Order and Introductions – Allan Stoner

Reports:

Northeast Area Update – Dariusz Swietlik said in so many words that for FY18 the USDA will perhaps have a 21% lower budget, with only about 19 billion for discretionary spending including food safety. For the remaining six months of FY17, expect a 3 to 6% reduction in civilian spending, with about one-half already spent. Minority interns will still be funded.

BARC Update – Howard Zhang not present

Diversity Taskforce – Verneta Gaskins said this summer we would have 28 students from Hispanic serving institutions.

Feb 2016 Minutes – Dave Kuykendall asked for and received approval for Feb. minutes.

Treasurer's Report – Dick Parry said there was \$4,700 in CFC after they took 10%. Total incoming \$3,160 and expenses \$1423.

Beltsville Academy Follow-up – Jim Butcher said he could invite the president of the BW chamber of commerce to the April meeting.

CFC – Dave Kuykendall said the CFC had our first electronic submission and his contact information.

Newsletter – Hank Becker asked for June newsletter stories and photos by May 24 please.

Beltsville Liaison – Dave Chitwood had nothing to contribute.

Beltsville Director – Howard Zhang and LeAnn Blomberg arrived at 11:18 am to participate in a closed door session at about 11:30 am.

Old Business:

Baltimore Washington Corridor Chamber Membership fees are pending approval still.

Science Fairs in Montgomery, Prince Georges and Anne Arundel counties were discussed.

2017 Interns were approved by vote of the Board unanimously.

Congressional Testimony Jim Butcher will spearhead.

New Business:

BARC Historic Buildings are to be addressed in terms of their preservation.

Election of New Officers - May annual meeting.

FAR-B Board of Directors Meeting

April, 11, 2017 - 10:30 a.m.

Bldg 003 Room 238

Beltsville Update –Darieuz Switlik

Diversity Taskforce – Vernetta Gaskins

March 2017 Minutes – Dave Kuykendall

Treasurer's Report – Dick Parry

Officer Election

Annual Meeting

Congressional Testimony

Poster Day

Central Maryland Chamber of Commerce

Request for Support

CFC – Dave Kuykendall

Newsletter – Hank Becker

FAR-B Board of Directors Meeting

June 13, 2017 - 10:30 A.m.

Bldg 003 - Room 236

Beltsville Update - Dariusz Sweitlik

Diversity Taskforce – Verneta Gaskins

Treasurer Report – Dick Parry

April Minutes

OWT Testimony – Jim Butcher

CFC – Lew Smith

Newsletter – Hank Becker

Training Application

Pollinator Garden

FAR-B Board of Directors Meeting

June 13, 2017 - 10:30 A.m.

Bldg 003 - Room 236

Minutes of the Meeting

Meeting was called to order by President Allan Stoner.

BARC Update : Report from Dr Charles Onwulata, Associate NE Area Director (Summarized here by Acting Secretary D. Murrell. Dr Onwulata's full report was sent separately to the Board by email).

1. President's FY18 Budget was released on May 23, 2017.
 - USDA 2018 request for discretionary budget is about \$21 billion, about \$4.8 billion.
 - ARS budget request is \$993 million for research activities, a net decrease of \$148.5 million, or 13.5%.
2. The June 11, 2017, Appointment of Dr. Kim Moon as the Research Leader of the Environmental Microbial & Food Safety Laboratory (EMFSL) in Beltsville Agricultural Research Center. Dr. Moon Kim joined the ARS Instrumentation and Sensing Laboratory as a Research Physicist in 1999. Since joining ARS, he has been responsible for approximately \$4.7M in funded grants across 11 projects from national and foreign organizations, and has hosted over 30 national and international visiting scientists.
3. A \$325 Million plan to improve Beltsville's Infrastructure was discussed; the is an unfunded proposal at this stage. The project will involve modernization of research facilities focused on plant health and protection, animal health, and food safety that will entail the renovation (gut and modernize) of laboratory buildings amounting to a total of square footage of 380,000. Modernization will also include upgrade of the IT network with 100 GB connections; replacing the inefficient and outdated electrical grid system; replacing the leaky steam system with an efficient, distributed heating system; resurfacing and reconstructing parking areas and 20 miles of degraded roads half of which are public accessible.
4. Bureau of Engraving and Printing is searching for sites to build a production facility and is considering BARC campus as one of the potential sites.

BARC Diversity Taskforce : report by Verneta Gaskins

The Task Force is coordinating its program on Agricultural Research Learning Experience (ARLE @Beltsville) with the USDA-NIFA's Division of Community Education for Hispanic Serving Institutions (HSIs; under the direction of National Program Leader Dr. Irma Lawrence). This has been an employee organized and ran endeavor, successful in great part because of FAR-B's support. Twenty three students will participate in the program. The students are coming from 8 different institutions and are at various stages of their academic career (undergrad freshman through PhD) and from many different disciplines; therefore they have been placed throughout the Area research labs. Their program during the 8-10 week term includes an overview of Area programs, hands-on learning experiences, and group activities to enhance knowledge of research as it relates to ARS programs and future careers in agricultural research.

The Task force is proud to have engaged more than 100 students from Hispanic Servicing Institutions across the country to date. The external sponsorship of these students during their program can exceed \$750,000, an important contribution to the Beltsville Research community.

The Task Force has received a number of letters of "thanks" from student participants as well as the numerous EEO/CR awards, including and 2016 Unsung Hero Award sponsored through the USDA and the Organization of Professional Employees of the US Department of Agriculture Award.

The Northeast Area Diversity Task Force at Beltsville which supported the Discovery Garden has been disbanded since September 2016, therefore, the garden is being maintained at a low level and no visitors are being received.

Treasurer Report – Dick Parry

The financial statements were distributed. It was noted that FAR-B's finances are stable, and in in sync with planned income and expenditures. FAR-B's check book balance on May 31 was \$40,549.35. One CD will mature later this month and this will be reinvested in a one year CD if interest rates are adequate.

A discussion on payment of a student intern led to a Board decision to not pay the person directly, but through a formal arrangement with Area Office and Research Leader.

CFC Report-Lew Smith

Lew Smith called to the Board's attention the changing procedures for enrolling in the CFC, and the difficulties encountered. It was agreed that a FAR-B representative

should take the training offered for September, and David Prevar agreed to attend the session.

It was also decided by vote of the Board that to assist the treasurer and the CFC coordinator, that an external accountant be engaged to assist with the enrollment tasks, and accounting related FAR-B's tax reporting.

OWT Testimony – Jim Butcher

The final FAR-B Outside Witness Testimony was submitted to the appropriate Senate Committees and BARC stakeholders by the deadline. Copies have been sent to FAR-B Board members, and placed on the FAR-B website.

Newsletter – Hank Becker

Appreciation was expressed for the excellent work Hank has done on the Newsletter. Numerous comments were made on additional information and photos that might be included in the 2018 edition. Hank reminded all that the Newsletter depends on the contribution of the FAR-B's members, especially the Board.

Additonal Actions:

The application for Stephen Taylor for support from the Aileen Lee Fund was provisionally approved; confirmation that the request was approved by the Area Office must first be ascertained.

Meeting Adjourned.

FAR-B Board of Directors Meeting

Sept, 12, 2017 - 10:30 A.m.

Bldg 003 - Room 236

Beltsville Update – Charles Onwulata

Diversity Taskforce – Verneta Gaskins

LTAR Project – Glenn Moglen

Treasurer Report – Allan Stoner

June Minutes – Dave Kuykendall

Beltsville Academy – Jim Butcher

CFC – Dave Kuykendall

Newsletter – Hank Becker

BHNRC Funding Request

FAR-B Board of Directors Meeting

September 12, 2017 - 10:30 am – 12:00 pm

Bldg 003 - Room 236

Attendants included D. Prevar, D. Chitwood, L. Smith, A. Stoner, J. Butcher, J. Anderson, G. Moglen, H. Becker, R. Zimmerman, V. Gaskins, D. Murrell and D. Kuykendall

Beltsville Update – Dr. Charles Onwulata said the Treasury's BPE may be in Beltsville by 2022. Traffic problems in northern VA, and 60% of their employees living here, both indicate the viability of the MD location. Plans moving forward to improve agriculture facilities are in four five-year blocks. Environmental issues for both are being addressed.

Diversity Taskforce – Vernetta Gaskins said they had 23 students from Hispanic-serving institutions here this summer in June and July.

LTAR Project – Glenn Moglen, new RL of Hydrology and Remote Sensing, said they need help in both procuring new equipment for environmental studies and obtaining sufficient technical support, both current deficiencies.

Treasurer Report – Allan Stoner passed out a handout for our monthly treasurer's report by Dick Parry.

June Minutes – Dave Kuykendall requested and received approval for the April minutes he recorded and for the June minutes taken by Darwin Murrell.

Beltsville Academy – Jim Butcher said our support for educational activities is important

CFC – Dave Kuykendall said we, as of this year, had done our first online application for CFC and it was successful. Dave Prevar plans to take online training to be ready to do the online CFC application next year.

Newsletter – Hank Becker said to always keep Newsletter deadlines in mind.

BHNRC Funding Request, contingent on administrative approval, was approved by a vote.

FAR-B Board of Directors Meeting

Oct 10, 2017 - 10:30 A.m.

Bldg 003 - Room 236

Beltsville Update – Dariusz Swietlik

Special Emphasis Diversity Programs – Jenny Allen

September Minutes – Dave Kuykendall

Treasurer Report – Dick Parry

Beltsville Academy – Jim Butcher

CFC – Dave Kuykendall

Newsletter – Hank Becker ✓

Funding Requests ✓

Draft of FAR-B BOARD OF DIRECTORS MEETINGS

October 10, 2017 - 10:30 a.m. - 12:00 pm

Bldg 003 - Room 236

Attendants included Dariusz Swietlik, Hank Becker, Allan Stoner, Richard Parry, Lewis Smith, Darwin Murrell, Essex Finney, Jim Butcher, Ron Fayer, David Chitwood, Norberta Schoene, Dave Prevar, and James Anderson

Beltsville Update - The AD, ~~Daiusz-Dariusz~~ Swietlik, reported that the Area ended the FY 2017 September 30, 2017 and spent over 99.9% of available funds. Some yearend funds made available were used to update infrastructure of the internet system at Beltsville. Each building costs between \$200K and \$250K. The move of the Bureau of ~~Printing and Engraving~~ Engraving and Printing to BARC is still being studied.

Diversity Taskforce - ~~Jennie-Jenny~~ Allen couldn't make it today. Verneta ~~Gaskin-Gaskins~~ sent a report that the Agriculture Research Learning Experience (ARLE) was going to continue this coming year. Funds for the October 17, 2017 Hispanic monthly event was already approved in our budget for the Diversity Taskforce.

Treasurer Report - Richard Parry presented the September monthly report. It was accepted with modification after the expenses for the FAR-B sponsored interns were included. ~~Richard Parry~~ will send a check to Steve Taylor for the **Eileen Lee award** for \$2,400 for tuition and books for his studies on Bio-defense Strategy at George Mason University during 2017. The same amount will be awarded in 2018. FAR-B has not received the any bills for the BHNRC for their seminar series.

September Minutes - Dave Kuykendall's minutes were approved for the September meeting.

Beltsville Academy - Jim Butcher announced the Science Trailer will be at the Academy December 11-15, 2017. ~~Jim Butcher~~ will get back to the school to learn the theme of the trailer and a list of times and programs for each grade. ~~David Chitwood~~ will send out an announcement for volunteers of Beltsville employees in early November.

CFC - Dave Prevar is trying to understand what is needed for the next sign up for CFC. He has taken the online training, but needs more information. ~~Allan Stoner~~ will send Dave Chitwood a list of FAR-B accomplishments that can be circulated to ~~employee's-employees~~ to get CFC support for FAR-B.

Newsletter - ~~Hank Becker~~ will do a story on the Aileen Lee award for the next Newsletter.

LTAR - ~~Darwin, Jim Butcher and Ron Fayer~~ will help develop an information page for the general public and local ~~politicans-politicians~~ with Glenn Moglen, to explain what is being done and the need for additional funds.

FAR-B: Minutes from Nov 14, 2017 Board Meeting.

The Board meeting was called to order by Vice-President Jim Anderson. President Allan Stoner was absent because of a medical appointment. Board members were present: R. Zimmerman, R. Parry, J. Butcher, L. Smith, R. Fayer, J. Anderson, H. Becker, D. Prevar, E. Finney, D. Murrell, and D. Chitwood (*ex. officio*, liaison to BARC).

Reports from BARC staff and Board Committees:

1. Charles Onwulata, Associate Area Director, reported on events and plans/initiatives for the Area. He highlighted the forthcoming reorganization of ARS administrative support functions. Also, a review of Area safety practices and deficiencies will be undertaken.

A site visit from Maryland Senator Chris Van Hollen is expected.

2. Jenny Allen presented BARC diversity actions and plans. Additional FAR-B support for a planned BARC/Arboretum/Washington DC visit next March by 24 high school students from a Navaho School (New Mexico) was requested. She also presented a budget proposal for FAR-B's annual support to the Area's diversity activities.

This budget proposal will be reviewed and discussed at the December Board meeting.

3. The Minutes of the October, 2107, Board meeting were approved.
4. Jim Butcher discussed FAR-B activities at the Beltsville Academy, including arrival in December of the Mobile Science Lab. He

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This budget proposal will be reviewed and discussed at the December Board meeting.

3. The Minutes of the October, 2107, Board meeting were approved.
4. Jim Butcher discussed FAR-B activities at the Beltsville Academy, including arrival in December of the Mobile Science Lab. He

highlighted the value of this means of science education for students.

5. David Prevar reviewed his progress in sorting out the requirements for FAR-B's inclusion as a Tier III organization in the Combined Federal Campaign. He was optimistic that the application process will go smoothly.
6. Hank Becker reminded Board members that articles for the FAR-B Newsletter are needed in January 2018.

New Business

The resignation of David Kuykendall creates the need for a new Secretary. There was some discussion on options for filling this position occurred. Darwin Murrell agreed to serve in an interim role as Secretary until a permanent appointment can be made. *This will be an agenda item for the December Board Meeting.*

The need for a formal FAR-B Archive was raised. Organizing such an Archive, that would link the records of the Treasurer, the President, the Secretary, the Newsletter Editor, the CFC activities, and the FAR-B Web Page (and others?) would be desirable. *This will also be discussed at the December meeting.*

(It was agreed that the traditional Christmas "lunch" accompanying the December Board meeting should be kept light, such as cookies and drinks.)

FAR-B Board of Directors
Minutes of the meeting of December 12, 2017
Building 003 - Room 236

The Board meeting was called to order at 10:30 AM by Vice-President Jim Anderson. Board members present were R. Parry, R. Zimmerman, E. Finney, D. Prevar, J. Butcher, H. Becker, L. Smith and D. Chitwood (*ex officio*, liaison to BARC). Absent were A. Stoner, D. Murrell, R. Fayer, and D. Kuykendall. Also attending was N. Schoene.

Reports from Henry A. Wallace Research Center staff and Board Committees:

1. Dariusz Swietlik, NE Area Director, reported on the state of the Area and specifically of issues related to the HAW Research Center. He noted that Paul Sebesta, Associate Area Director, is retiring this month and later Dr. Sebesta came and spoke briefly to the Board. Dr. Swietlik highlighted progress on various initiatives, including reorganization of ARS administrative support services. He also emphasized increased emphasis on safety during the coming year. An extensive discussion of FAR-B's role and its interaction with the Area office followed, which provided the Board useful guidance for FAR-B's future role given the financial restraints that FAR-B is facing.
2. The minutes of the October were approved.
3. Richard Parry presented the Treasurer's report for November, which was approved. Since FAR-B has chosen to run a deficit budget for several years, an extensive discussion followed concerning the types of activities that should be supported in the coming year and the level of support that should be budgeted. Richard Parry, Jim Anderson and Richard Zimmerman were asked to confer on the 2018 budget with the goal of significantly reducing the operating deficit so that R. Parry could present the new budget at the January Board meeting.
4. Jim Butcher reported that the MAEF trailer was at the Beltsville Academy this week and that David Chitwood had recruited so many volunteers from HAW that no Board members were needed to assist this year.
5. Dave Prevar reported the current status of the CFC application for the 2018 drive.
6. Hank Becker reported the current status of the January 2018 newsletter and was given some suggestions for additional articles.

Old Business:

1. Discussion on filling the position of Secretary was postponed until the January meeting.
2. Discussion on a formal FAR-B Archive was postponed until the January meeting.

New Business: None

The meeting adjourned at 12:25 PM.

FAR-B Board of Directors

Minutes of the meeting of December 12, 2017

Building 003 - Room 236

The Board meeting was called to order at 10:30 AM by Vice-President Jim Anderson. Board members present were R. Parry, R. Zimmerman, E. Finney, D. Prevar, J. Butcher, H. Becker, L. Smith and D. Chitwood (*ex officio*, liaison to BARC). Absent were A. Stoner, D. Murrell, R. Fayer, and D. Kuykendall. Also attending was N. Schoene.

Reports from Henry A. Wallace Research Center staff and Board Committees:

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Old Business:

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2. Discussion on a formal FAR-B Archive was postponed until the January meeting.

New Business: None

The meeting adjourned at 12:10 PM.

Tentative Agenda for Jan 9 FAR-B Board Meeting

From: Allan Stoner <stonerfam@earthlink.net>
To: **Cc:** Charles.Onwulata@ARS.USDA.GOV, Dariusz.Swietlik@ARS.USDA.GOV, Howard.Zhang@ARS.USDA.Gov, Jenny.Allen@ARS.USDA.GOV, LeAnn.Blomberg@ars.usda.gov, Naomi.Fukagawa@ARS.USDA.GOV, nschoene@att.net
Subject: Tentative Agenda for Jan 9 FAR-B Board Meeting
Date: Jan 8, 2018 11:50 AM

FAR-B Board of Directors Meeting

Jan 9, 2018 - 10:30 a.m.

Bldg 003 - Room 236

- ✓ Call to Order - Allan Stoner
- ✓ Beltsville and NEA Update - Charles Onwulata
- ✓ December 2017 Minutes - Dick Zimmerman
- ✓ December Treasurer Report - Dick Parry
- ✓ 2018 Budget - Dick Parry
- ✓ CFC - Dave Prevar
- ✓ Beltsville Academy - Jim Butcher
- ✓ Newsletter - Hank Becker
- ✓ Old Business:

FAR-B Secretary

Feb

✓ 2017 Summer Interns

New Business:

FAR-B Archive

- Feb

2018 Annual Meeting

FAR-B Board of Directors Meeting

Feb 13, 2018 - 10:30 a.m.

Bldg 003 - Room 236

- ✓ Call to Order
- ✓ Beltsville & NEA Update – Dariusz Swietlik
- ✓ January Minutes – Jim Anderson
- ✓ January Treasurer Report – Dick Parry
- ✓ CFC – Dave Prevar
- ✓ Newsletter – Hank Becker
- ✓ Old Business

FAR-B Secretary

New Business

- ✓ Congressional Testimony

FAR-B Archive

- ✓ Annual Meeting

House
seate

John. HARTUNG
@ ARS, n. s. d. A. gar

Minutes of the February 13, 2018 FAR-B Board Meeting.

Nine Board Members and 4 Guests were present. President Allan Stoner presided.

Dr Sevim Z. Erhan, Acting Associate Area Director, reported on the activities of the Area. The FY 19 President's Budget proposal was discussed, highlighting impact on Area programs and personnel. The Area is also initiating an effort to enhance safety awareness and procedures, stimulated by a recent safety evaluation.

The Treasurer, R. Parry made the monthly finance report; no issues were identified.

David Prevar reported that FAR-B's application to participate in the 2018 Combined Federal Campaign had been successfully submitted.

Jenny Allen, Equal Employment Specialist NE Area Office, thanked FAR-B for support of the March Native American Program and Hispanic-serving institutions.

Martha Tomecek, Plant Physiologist, Adaptive Cropping Systems Laboratory, reported that Hispanic Universities will have 60 to 75 students and staff visiting BARC on the afternoon of March 20, 2018. They will need FAR-B's help (about \$300) for afternoon break refreshments. A formal request for funds will be submitted through the Area Office.

OLD BUSINESS

The position of Secretary remains open. More effort to recruit should be made before the Annual Meeting.

NEW BUSINESS

Annual Meeting: Pres. Stoner has made an invitation to Senator Chris Van Hollen to be the Speaker at the May Annual Meeting. The Senator's Office is still considering this.

No discussion of the Outside Witness Testimony (OWT) occurred because the leader for developing the FAR-B Testimony (Jim Butcher) was not present.

FAR-B Archive. D Murrell discussed the option for developing a formal/official Archive. One option would be to "donate" the documents, photos, posters, etc., that FAR-B wishes to be preserved to the Special Collections Unit at NAL (S/NAL). Before proceeding, it was decided that a more quantitative estimate of the amount and type of documents, etc. that might be transferred to the SUC is needed. D Murrell will survey the Board to try to get this estimate.

Prepared by D. Murrell (Interim Secretary)

